

2023-24 VOLLEYBALL MANUAL

Kansas State High School Activities Association

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AT A GLANCE

Welcome

The official manual for high school volleyball with information concerning volleyball regulations and guidelines for conducting tournaments

This *Volleyball Manual* has been prepared and designed to provide general information for use in the administration of the KSHSAA volleyball program as well as the regional, sub-state, and state tournaments. A copy of this manual has been sent to the principal and head volleyball coach of all KSHSAA member schools participating in volleyball and all postseason tournament managers. No doubt questions will arise during the regular season, invitational tournaments, and prior to the start of the postseason tournament series, but we believe many of these questions will be answered by a thorough study of this manual.

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Checklist

- August 17 - **ADM-Fall**—Submit online indicating postseason participation (invoice will be emailed to AD)
- August 24 - Volleyball Rules Test DUE to KSHSAA (online)
- October 4-11 - **VB-1**—Send Volleyball Officials Recommendations for postseason tournaments to KSHSAA
- October 17 - **VB-2**—Classes 1A DI, 1A DII, 2A, 3A - Send Sub-State Squad List to Sub-State Manager
—Classes 4A, 5A, 6A - Send Sub-State Squad List to Seeding Manager
- October 18 - **VB-3**—All match scores due online
- October 21 - **VB-4**—Submit State Squad List, State Pass Gate List, Team Photo by noon the day after Sub-State to the KSHSAA (submission of state squad list will generate pass gate list)

Projected Calendar Dates

Year	SCW	2023-24	2024-25	2025-26	2026-27	2027-28
Beginning Practice Date	7	8/14	8/19	8/18	8/17	8/16
Earliest Possible Competition	8	8/25	8/30	8/29	8/28	8/27
Sub-State Tournaments	16	10/21	10/26	10/25	10/24	10/23
State Tournaments	17	10/27-28	11/1-2	10/31-11/1	10/30-31	10/29-30

2023-2024 NFHS Volleyball Rules Changes

2-1-9 (NEW), 12-2-5: Creates a coaching zone defined by the libero replacement zone extending beyond the end line and sideline extended.

4-1-7: Allows small, secured stud or post jewelry to be worn above the chin.

4-2-4b: Eliminates the use of uniform numbers with a leading zero (01, 02, 03, etc.) beginning in 2028.

10-2-1: Allows requests for substitution by the head coach to be signaled or verbalized.

12-2-6: Establishes that one assistant coach may stand within the coaching zone to provide instruction during dead-ball situations only.

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Kansas Coaches Association (KCA)

Coaches desiring to change a KSHSAA rule or policy in a sport are encouraged to contact the Kansas Coaches Association (KCA). The KCA is an organization whose officers and sports chairpersons serve on a voluntary basis. The KCA is the only coaches advisory organization to the KSHSAA. Throughout the school year, sport chairpersons survey coaches across the state on a variety of topics. Each spring the KCA will bring to the KSHSAA Executive Board recommendations that receive 70%+ support by the coaches and KCA Executive Board. For more information: www.kansascoaches.com

01 SPORTS MEDICINE GUIDELINES

Pre-Participation Physical Evaluation (PPE)

No student is eligible to represent any school team (in practice and games) until there is on file with the superintendent or principal a statement (physical form) certifying that the student has passed an adequate physical examination and is physically fit to participate. The form must be signed by any of the following licensed health care providers: a physician, a chiropractor, a physician assistant (PA), or an advanced practice registered nurse (APRN). The statement (form) must also be signed by a parent or legal guardian, stating the student has permission to participate. The physical examination shall not be taken earlier than May 1 preceding the school year for which it is applicable.

KSHSAA Concussion and Head Injury Information Release Form

This form must be signed by all student-athletes and parent/guardians before the student participates in any athletic or spirit practice or contest each school year.

Concussion Management / Kansas Law

Below is a summary of our recommendations to our member schools to comply with the state law and the NFHS playing rule. A complete and detailed version can be found on the KSHSAA website in the sports medicine and safety section.

1. If concussion consistent signs or symptoms are observed in an athlete, the athlete should be immediately removed from the practice or contest.
2. The athlete should not be allowed to return to any practice or contest until written clearance is obtained from a health care provider (MD or DO).
3. The KSHSAA and the NFHS strongly recommend the athlete not be allowed to return to the practice or contest the same day the concussion consistent signs or symptoms were observed.
4. A gradual return-to-play protocol should be followed before the athlete is allowed to return to unrestricted participation in their sport.
5. The signed concussion and head injury information release form must be on file with the school.
6. Be sure all of your coaches view the free online course from the NFHS: Concussions in Sports, What You Need to Know. This course can be accessed through the sports medicine and safety section of our website or directly through www.nfhslearn.com. Schools may choose to use this course in group settings with parents, students, or with school staff at in-service meetings.

NFHS Guidelines on Handling Practices and Contests during Lightning or Thunder Disturbances

Proactive Planning

1. Assign staff to monitor local weather conditions before and during practices and contests.
2. Develop an evacuation plan, including identification of appropriate nearby safe areas.
3. Develop criteria for suspension and resumption of play:
 - a. When thunder is heard or a cloud-to-ground lightning bolt is seen, the leading edge of the thunderstorm is close enough to strike your location with lightning. Suspend play for 30 minutes and take shelter immediately.
 - b. Thirty-minute rule: Once play has been suspended, wait at least 30 minutes after the last thunder is heard or flash of lightning is witnessed before resuming play.
 - c. Any subsequent thunder or lightning after the beginning of the 30-minute count will reset the clock and another 30-minute count should begin.

At night, under certain atmospheric conditions, lightning flashes may be seen from distant storms. In these cases, it may be safe to continue an event. If no thunder can be heard and the flashes are low on the horizon, the storm may not pose a threat. Independently verified lightning detection information would help eliminate any uncertainty.

4. Review annually with all administrators, coaches, and game personnel.
5. Inform student-athletes of the lightning policy at the start of the season.
6. No matter how weather is monitored, hearing thunder or seeing lightning should always take precedence in decision making over information obtained from other sources.

KSHSAA Recommended Procedures to Consider When Inclement Weather Occurs During a Contest

The safety of athletes (participants), spectators, coaches/directors, school personnel, and all others present at an athletic contest must be the first and foremost concern of contest officials and building administrators.

1. When an interscholastic contest has been scheduled and dangerous playing conditions exist or severe weather is anticipated, the following should be considered:
 - a. Prior to beginning an athletic contest, when severe weather is anticipated, the head contest official and the principals of each school, or their designees, will meet to review the suspension and/or postponement procedures. This would include any playing rule book coverage.
 - b. The host school administrator will be responsible for informing contest officials, visiting school administrators, and, if applicable, the individual responsible for public address announcements of designated shelter areas.
 - c. If a TORNADO WATCH has been issued, the host team building administrator and the head contest official will notify coaches, school administrators, and, if applicable, the individual responsible for public address announcements that the possibility of abrupt suspension of play exists.
 - d. If a TORNADO WARNING has been issued, the contest should be suspended immediately. Participants, spectators, and all personnel involved with the contest will be advised to "take cover." The procedure will be announced, when available, over the public address system.
 - e. When lightning is observed in the vicinity of a contest conducted outdoors, play should be suspended.
 - f. If any other life-threatening condition occurs, play should be suspended immediately and predetermined directions to safe locations will be announced.
2. When a suspension of a contest occurs, the following should be considered:
 - a. If the suspension is 45 minutes or greater, resuming at a later date should be considered.
 - b. When it appears that weather conditions are no longer a threat to the safety of participants, spectators, or contest officials, administrators from all schools involved will meet with the head contest official to determine if play will continue. If any administrator or the head contest official casts a negative vote for play to resume, the suspension should continue.
 - c. If play is to be resumed, contestants will be given at least a 15 minute warm-up period prior to competition.

For more information check out www.kshsaa.org>Sports Medicine & Safety

General Fire and Life Safety Guidelines for School Events

The Fire Prevention Division of the Kansas State Fire Marshal Department requires the following:

PRE-EVENT

- a. Verify that all doors leading to exits are operable and in good working order. All emergency exit doors shall be equipped with panic hardware. No other type of lock, latch, or bolt shall be used on any emergency door at any time.
- b. Verify that all access corridors leading to exits are kept clear of storage. Verify that exits are properly lighted and exit signs are functional.

- c. Verify that the building fire alarm system is on and operable. Test emergency backup generator and/or battery emergency lighting to ensure it is functional.
- d. Verify the fire extinguishers in the vicinity of the event are in place and operable.
- e. Verify that brief written instructions are available for any public address announcer outlining fire, emergency, and severe weather (in season) exiting or shelter procedures.

EVENT

- a. At no time shall more than the set maximum number of occupants be admitted to the event. Properly maintain aisles by ensuring they are not blocked by chairs, tables, or spectators.
- b. Ensure that proper fire safety and crowd control procedures are utilized.
- c. Smoking should be prohibited.
- d. If more than 300 people are in attendance at an indoor public event (not necessary for school-only assemblies, etc.), an audible announcement shall be made prior to the start of each program to notify the occupants of the locations of exits to use in case of fire or other emergency. The public address announcement should be similar to the following: "In accordance with the Kansas State Fire Marshal Regulations, we request that you take a moment to identify the emergency exits closest to you. We have checked these exits and other emergency equipment in this building and verify that they are operable in case of emergency."
- e. In events where more than 1,000 people are in attendance, crowd managers/ushers shall be provided at a ratio of one crowd manager/usher for every 250 people. For events where less than 1,000 people are in attendance, provide sufficient staff/ushers to adequately cover the event.
- f. Any crowd manager/usher used at any event shall be knowledgeable on the duties they are to perform in case fire, emergency, or severe weather exiting is necessary. Additionally, employees or attendants shall have received instruction in the proper use of portable fire extinguishers and/or other manual fire suppression equipment (if provided).
- g. Vehicles shall not be parked in any manner which will block the safe exiting of occupants from any emergency exit door.
- h. In situations where severe weather is possible, staff/ushers shall ensure that access to any shelters is possible.

For additional information on these requirements, please contact:

*Fire Prevention Division, Kansas State Fire Marshal Department, 800 SW Jackson, Suite 104, Topeka, KS 666012
Phone: 785-296-3401 • Fax: 785-296-0151*

Statement on Performance Enhancing Drugs and Nutritional Supplements

In order to promote the health and safety among all student-athletes, reduce health risk, maintain ethical standards as well as reduce liability risk, students should not use any drug, medication (over-the-counter or prescription) or nutritional supplement, as defined by the World Anti-Doping Agency, for the purposes of performance-enhancement. All school personnel, including coaches and school nurses, should never recommend the use of any drug, medication (over-the-counter or prescription), or nutritional supplement, as defined by the World Anti-Doping Agency, for the purposes of performance-enhancement.

School personnel should not dispense or administer any drug, medication (over-the-counter or prescription) or nutritional supplement, unless the student-athlete is under the direct care of a licensed health professional, licensed to practice in the state of Kansas and practicing within their scope of practice as defined by the Kansas Board of Healing Arts, and only as prescribed.

We recommend that coaches, athletic directors, nurses, and other school personnel develop strategies that address the prevalence and growing concerns of using any drug, medication, or nutritional supplement for the purpose of performance-enhancement. Athletes should be encouraged to pursue their athletic goals through hard work, appropriate rest, proper hydration, and good nutrition, not unsubstantiated shortcuts. School personnel, coaches, and parents should allow for open discussion about dietary supplement use and should strongly encourage obtaining optimal nutrition through a well-balanced diet.

(adopted by the KSHSAA Sports Medicine Advisory Committee and Executive Board, April 2017)

KSHSAA POLICY INFORMATION

KSHSAA Coach/Sponsor CPR/AED Training Requirement

Per KSHSAA Board Handbook **Rule 10-1-9**: Any person serving in the role of a head or assistant sport coach/aide or a head or assistant activity sponsor/aide in a KSHSAA member school shall be certified or trained in Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) administration.

Components of the rule are as follows:

1. Following an initial 30-day grace period from the start of the season, personnel are not eligible to work as a coach or sponsor for their school until proof of completion of CPR/AED training is on file with their school.
2. Every coach/sponsor must complete CPR/AED training every two (2) years.
3. The training shall be coordinated by a certified CPR instructor.
4. Online only training courses are not accepted.
5. There must be a hands-on educational component to the training process.
6. On an annual basis by activity, a school administrator must acknowledge through the KSHSAA website that each coach/sponsor is currently trained in CPR/AED administration. To acknowledge rule compliance, a school administrator should login to the KSHSAA website and go to the Coach/Sponsor Requirements page. Select the activity and enter the date of CPR/AED training next to each coach/sponsor name. If you do not see the coach/sponsor listed, add that person through the Update Directory process online. All head and assistant coaches/sponsors should be listed for every activity!

Training could be obtained from the following organizations:

- American Heart Association
- American Red Cross
- American Safety & Health Institute / Medic First Aid
- National Safety Council

Potential sources for locating a certified CPR instructor:

- School nurse
- School/community athletic trainer
- Local emergency personnel: EMTs, firefighters, police officers
- Community hospital
- Contacting the organizations listed above

Heat Illness Prevention Education Requirement

On an annual basis and prior to the beginning of fall sports practices, each KSHSAA member school will provide all coaches/directors of its athletic and activities programs (marching band, cheer, and dance teams) with an educational inservice program on prevention of heat illness and proper hydration of participants. Member schools are strongly encouraged to utilize the free *NFHS Heat Illness Prevention* course or an equivalent program for this purpose. Instruction may take place in a group setting or in an individualized manner.

Heat Acclimatization Rule for all Fall Sports (KSHSAA Rule 30-1-8)

Art. 8: Beginning Monday of SCW #7, the following practice rules apply to football, boys and girls cross country, boys soccer, girls volleyball, girls gymnastics, girls tennis, and girls golf:

- a. Only one practice per day is permitted the first 5 days of practice. All individuals shall only practice once per day for the first five days the individual practices, no matter when the person joins the team or if the person misses days due to injury/illness.
- b. No single practice may last longer than 3 hours. All warm-up, stretching, conditioning, and weight lifting is included as part of the 3 hour limit.
- c. A separate walkthrough is permitted in addition to the single practice. The walkthrough cannot be longer than 1 hour and must be separated from practice by at least 3 hours of rest. A walkthrough is defined as a teaching opportunity with the athletes in which no protective equipment is worn. No physically exerting activity, including any conditioning or weight lifting, may take place during the walkthrough.
- d. Beginning on practice day 6, double practice sessions are permitted for any individual who has completed 5 days of single practices. Double practice sessions cannot be held on consecutive days. The day following a double practice day would be either a single practice day or a rest/recovery day.
- e. On days of multiple practices, no single practice may last longer than 3 hours and total practice time combined shall not exceed 5 hours.
- f. To be deemed a practice, a majority of the squad members must participate in the organized team training session.

KSHSAA Ejection Policy

Requirements for Ejected Coaches

Coaches who are ejected from a contest (at all levels grades 7-12) are required to complete the NFHS “Teaching and Modeling Behavior” course prior to coaching in their next game. The course fee is \$20 and can be completed in one hour. The next game is defined as the next regularly scheduled day of competition. In addition, the school administrator is responsible to provide the KSHSAA administrator a copy of the coach’s certificate of completion of the online course. The coach may print this as the final step on the online course. Recurring ejections result in a requirement to repeat the course.

Requirements for Ejected Players

Any player ejected from a contest at any level of play (grades 7-12) for unsporting conduct or behavior will be required to successfully complete the free “NFHS Sportsmanship Course” online, prior to the KSHSAA and school reinstating his/her eligibility privileges. The school principal or athletic director is responsible to oversee compliance of this requirement. There is no cost for the course which takes approximately 20 minutes to complete. Schools are not required to submit the student’s certificate of completion to the KSHSAA but should retain it on file.

Ejection Policy for Player, Coach, Spectator Involving an Official

Any participant (player, coach, spectator) who is ejected for making contact with an official, who is ejected for unsporting behavior directed toward an official, or who negatively confronts an official following a contest, shall be subject to a non-appealable suspension from the next contest at that level and for all contests at any level (in that activity) until the suspension has been served. Local school leadership may levy additional sanctions as they deem appropriate.

The KSHSAA staff reviews all ejection reports.

Note: the requirement for all ejected students to complete the NFHS Sportsmanship course and the requirement for all ejected coaches to complete the NFHS Teaching and Modeling Behavior course prior to being reinstated remain in effect

Unmanned Aircraft Systems or UAS (Drone Policy)

Unless granted special permission by the KSHSAA Executive Director, the use of drones (UAS) for any purpose is not permitted at any KSHSAA state tournament or postseason game or event. This prohibition applies to all fields of play, courts, arenas, mats, gym floors, or pools and includes a ban on the entire facility being used as part of the KSHSAA event, including the spectator areas, and parking areas. During the regular season, member schools should have a drone policy. At no time should a drone be on or over the field of play during the game, even if the school policy permits the use of drones during the regular season.

KSHSAA Pre-Activity Timeout

Purpose: As a proactive communication measure, schools are expected to designate a time prior to the start of any interscholastic contest to share event critical information with stakeholders. The following information should be shared/reviewed prior to the first contest at each location:

1. Introduction of home and visiting administration on duty (identify primary point of contact).
2. Identify the location of athletic trainer(s) or other qualified medical professionals.
3. Identify the location of the AED(s).
4. Identify emergency entrance/exits for the facility.
5. Identify the storm shelter location and communication plan for evacuation.
6. Identify the rapid body cooling plan (location of cold water immersion tub).
7. Identify the communication plan for leadership.
8. Identify the communication plan for respective groups (students, coaches, fans).
9. Identify any special events or concerns relative to the event.

These nine items are to be reviewed prior to the event by the ranking school leader of every school involved in the contest. Each participating school is to be represented in this pregame meeting. If an administrative representative is not in attendance, this responsibility belongs to the head coach.

HAVE A PLAN. COMMUNICATE YOUR PLAN.

The KSHSAA Code of Ethics

for Coaches, Directors, Aides, Adjudicators, Judges, and Officials

Believing that mine is an important part in the nationwide school activity program, I pledge to act in accordance with these principles:

1. I will honor contracts regardless of possible inconvenience or financial loss.
2. I will study the rules, observe the work of other coaches, directors, adjudicators, judges, or officials and will, at all times, attempt to improve myself and the activity.
3. I will conduct myself in such a way that attention is drawn not to me but to the young people participating in the contest.
4. I will maintain my appearance in a manner befitting the dignity and importance of the activity.
5. I will cooperate with the news media in the interpretation and clarification of rules and/or other areas relating to good sportsmanship, but I will not make statements concerning decisions made during the contest.
6. I will uphold and abide by all rules of the KSHSAA and the National Federation.
7. I will shape my character and conduct so as to be a worthy example to the young people who participate under my jurisdiction.
8. I will give my complete cooperation to the school which I serve and to the KSHSAA which I represent.
9. I will cooperate and be professional in my association with other coaches, directors, adjudicators, judges or officials and will do nothing to cause them public embarrassment.
10. I will keep in mind that the contest is more important than the wishes of any individual.
11. I will make responsible decisions about consumption of alcohol, including abstinence from alcohol at least 12 hours prior to a contest in which I will be involved.
12. I will not use tobacco or e-cigarette products while directly involved in interscholastic activities.

Summer Moratorium

July 1-7, 2024 is the summer moratorium. There shall be NO school related athletic activities. During this time coaches (licensed teacher coaches and coach aides employed by member schools) shall be prohibited from engaging in any type of activity involving student athletes whether it be practice, training, weight lifting, conditioning, competition, or travel. All member school athletic facilities will be closed during this period to school personnel and students grades 7-12. If member school athletic facilities also serve as non-school community recreation facilities, these facilities may remain open during the moratorium so long as no school teams are playing and no school coaches are coaching the teams/individuals. During this one week dead period, students may attend camps or competitions but may not do so with their school coaches. This moratorium does not impact fine arts or spirit activities.

Rationale: The last few years there has been a growing concern within the KSHSAA membership that students and coaches were not being able to have time to themselves during the summer. It was surveyed and discussed at the October Regional Board of Directors Meeting in 2017 and then voted on at the April, 2018 KSHSAA Board of Directors meeting to establish a rule to allow students and coaches a week off during the summer.

For Q/A on this policy, go to www.kshsaa.org.

Rule 52 - Citizenship/Sportsmanship

INTRODUCTION—The effective American secondary school must support both an academic program and an activities program. We believe that these programs must do more than merely coexist—they must be integrated and support each other in “different” arenas. The concept of “sportsmanship” must be taught, modeled, expected, and reinforced in the classroom and in all competitive activities. Therefore, all Kansas State High School Activities Association members stand together in support of the following sportsmanship policy.

PHILOSOPHY—Activities are an important aspect of the total education process in the American schools. They provide an arena for participants to grow, to excel, to understand, and to value the concepts of SPORTSMANSHIP and teamwork. They are an opportunity for coaches and school staff to teach and model SPORTSMANSHIP, to build school pride, and to increase student/community involvement; this ultimately translates into improved academic performance. Activities are also an opportunity for the community to demonstrate its support for the participants and the school, and to model the concepts of SPORTSMANSHIP for our youth as respected representatives of society. **Sportsmanship is good citizenship in action!**

ALL ACTIONS are to be FOR, NOT AGAINST; POSITIVE, NOT NEGATIVE or DISRESPECTFUL!

Section 1: General Regulations (apply to grades 7-12)

Art. 1: SPORTSMANSHIP is a general way of thinking and behaving. The following sportsmanship policy items are listed below for clarification:

- a. Be courteous to all (participants, coaches, officials, staff, and fans).
- b. Know the rules; abide by and respect the official's decisions.
- c. Win with character and lose with dignity.
- d. Display appreciation for good performance regardless of the team.
- e. Exercise self-control and reflect positively upon yourself, team, and school.
- f. Permit only positive sportsmanlike behavior to reflect on your school or its activities.

Art. 2: Enforcement Procedure:

- a. It is encouraged and recommended by the Kansas State High School Activities Association that local boards of education adopt these regulations and reinforce them as indicated herein.
- b. The Executive Board of the Kansas State High School Activities Association shall be responsible for the interpretation of these regulations, including “desirable and unacceptable behavior” and shall publish them in the association's *Citizenship/Sportsmanship Manual*.

ADMINISTRATION OF ALL CONTESTS

KSHSAA Volleyball Policy Updates

1. Schools must recommend 7 officials and can submit up to 12 officials within the past two years.
2. During the regular season the home team will select their bench for the first set. Teams will switch benches after the first set. Before the third set the team that wins the coin toss can pick side or serve. This is the current procedure in the NFHS rule book.
3. At the state tournament sites, because the sides are equal, the home team (higher seed) gets to pick their bench for the match. Teams will NOT switch benches during the match.

Administrators & Coaches: Very Important!

SPORTING CONDUCT - EACH ADMINISTRATOR AND COACH whose school participates in an athletic event is charged with the important role of teaching the highest principles and standards of general behavior. The school administration and coach should never overlook any opportunity to remind and emphasize tactfully the need and value of proper respect of the opponents with regard to their organized cheering activities; the decisions of the match officials; and the importance of desirable and proper conduct both at home and away. The KSHSAA feels that with proper guidance, the conduct of our students and those who support them can be a tribute to the overall educational and activities program throughout Kansas.

The following "Guidelines for Supervision of Interscholastic Athletic Events" are very explicit in the responsibilities of hosting an athletic contest. They are placed in this manual to benefit all concerned regarding the expectations of the KSHSAA for sportsmanship that must surround any volleyball tournament.

Guidelines for Supervision of Interscholastic Athletic Events

Responsibilities of Host and Visiting Schools

1. The administrators of both schools are responsible for the general organization, management, and supervision of student bodies and crowds before, during, and following each event, with the home school assuming the major role.
2. Communicate prior to date of contest concerning visitors parking area, entrance, and exit locations for fans, seating sections, etc.
3. Provide adequate supervision prior to and during the contest, to continue until at least one-half hour after the match, or until all groups have dispersed.
4. It is recommended those staff members representing the participating schools for the purpose of match administration and/or supervision meet prior to the contest. They should introduce themselves to the officials prior to the contest and let them know where they will be located during the match.
5. Faculty supervisors or adults delegated by the school administrators should carry some type of identification.
6. **The conduct of coaches is the single most important factor in crowd control.** They are professional educators and must control themselves under stress in order to set the proper example for the immature students on their teams, student body, and the heterogeneous combination of spectators in the stands. It is not enough to be professional only when there is no pressure. Coaches are usually the stabilizing influence in an emotionally-charged situation, and they must assume this important responsibility. Also they must recognize that the future of high school athletics is more important than winning or losing the match.
7. *Alcoholic beverages and tobacco products (e-cigarettes, vaping products) are prohibited.*
8. Both schools must approve the officials for each regular-season contest prior to the completion of the officials' contracts.
9. Any person, school-connected or otherwise, who commits assault and/or battery against students, school employees, or match officials shall make amends to the offended person or persons, and the Executive Board of the KSHSAA shall

be satisfied that the public interest does not require prosecution or further disciplinary action. Unless the person or group has made amends to the offended person or persons, then charges should be filed. It is the host school's responsibility to file such charges. Ordinary order and discipline at interscholastic events should be enforced by prosecution and action in the courts.

10. Administrators and supervisors shall see that spectators are not permitted to assemble around the edge of the playing court area prior to or at the conclusion of a match.
11. The host and visiting school administration and adult supervisors shall make every effort to keep the court area clear of spectators prior to and at the conclusion of each match.
12. A member school may not film any school's activity/contest if they are not a participant without written permission from the involved school principals in advance of the contest.
13. KSHSAA Pre-Activity Timeout (see information on page 11). Have a plan. Communicate your plan!

Responsibilities of the Host School

1. Notify visiting school of reserved parking spaces for buses, specific entrance, and exits to be used by team and student body, match time, and other important items necessary to conduct the contest.
2. Designate specific seating locations for visiting and host schools.
3. Provide adequate police and faculty supervision, to begin at least one-half hour prior to match time and end when all groups have dispersed. Explain to them and all fans, the playing area is to remain free of spectators prior to and after the contest.
4. Arrange for the presence of law enforcement officials inside and outside the contest area. It is suggested the inside supervision be handled by paid police and the outside by the local police department.
5. School officials should give specific directions to hired policemen. Do not assume they understand their responsibilities. Place them on a staggered schedule so that all will not arrive and leave at the same time. It may be necessary to have only a small number present prior to match time, with more as the contest progresses and is concluded.
6. Arrangements should be made with local police to direct traffic away from parking areas so spectators can leave quickly.
7. Any person, school-connected or otherwise, who commits assault and/or battery against students, school employees, or match officials shall make amends to the offended person or persons, and the Executive Board of the KSHSAA shall be satisfied that the public interest does not require prosecution or further disciplinary action. Unless the person or group has made amends to the offended person or persons, then charges should be filed. It is the host school's responsibility to file such charges. Ordinary order and discipline at interscholastic events should be enforced by prosecution and action in the courts.
8. Reserved parking locations should be set aside for the match officials, and they should be notified of the location prior to their departure for the match site.
9. The host school should provide two adult chaperons or security personnel to escort officials to and from their dressing facilities, then to their cars.
10. The officials' dressing quarters are private. No one should be admitted, and this includes personnel from the host school. Use **No Admittance** signs (Form O) found online at www.kshsaa.org, to assure privacy.
11. Make arrangements to accept and deliver emergency messages.
12. Any unusual incidents or developments should be reported to the KSHSAA immediately.

Responsibilities of Visiting School *(see Responsibilities of Host School)*

1. An administrator and adequate faculty or adult supervisors should be present at each contest in order to supervise their own students and adult fans. Prevent unsportsmanlike behavior prior to, during, and after the contest. **Explain to your fans prior to going to the tournament site they are not to be on the floor prior to or after the contest.**
2. See that all bus drivers and delegated drivers are informed of the special parking locations provided by the host school.
3. Inform all student spectators and the team of proper entrance and exit locations.
4. See that supervision is available prior to the arrival of your spectators and until all groups have dispersed.
5. Report any unusual incidents to the host school administration **immediately**.

6. Give complete cooperation and assistance to the host school when it is necessary to file charges against any individual causing a disturbance.

Bloodborne Pathogens Responsibilities

Schools hosting contests, as well as participating schools, are reminded of the following guidelines:

1. Host schools should have someone on hand who has been properly trained to handle situations involving blood on any part of the facilities, for example, gym floors, locker room floors.
2. Host schools should have available proper consumable supplies for the above person to use including disinfectant, rubber gloves and proper containers for disposal of blood-stained materials.
3. Participating schools should handle the removal of blood from their own athletes and must use proper precautions including rubber gloves and disinfectants.
4. Officials should not be involved in the removal of blood from playing surfaces or athletes.

Hints for the Public Address Announcer

The announcer is a key figure and carries a great responsibility. What he or she says and the way it is said will influence the crowd. He or she may find it necessary to make special announcements in case of emergencies. The following items may assist announcers in doing their job with excellence:

1. Be impartial. Announce the match with no show of favoritism.
2. Use proper language at all times.
3. Be enthusiastic, but calm.
4. Don't anticipate or second guess calls by the officials.
5. Be aware of the entire gymnasium area so that calm directions can be given in an emergency. Serious situations can often be avoided if the announcer will caution the crowd against coming onto the court, throwing things, etc.
6. Only those in charge of the event use the microphone. The announcer is responsible for whatever is said over the P.A.
7. Do not criticize officials' decisions, directly or indirectly.
8. Announce convenient routes for leaving the gymnasium and caution the crowd to drive carefully.
9. Advise crowd to remain for the alma maters if this is a part of the program.
10. Public address announcers should be aware that good sportsmanship is a very important part of interscholastic activities. Announcers can play an important role in encouraging sportsmanship. The following is presented as a possible pre-match announcement for any interscholastic contest. Pre-contest announcement:

"Activity programs at (name) High School are primarily for the student participants. The purpose of this activity is to provide positive learning experiences and opportunities for personal growth of the participants. We are pleased to host our guests from (name) High School. This competition is being conducted according to the rules of the Kansas State High School Activities Association. Cheerleaders, officials, and spectators can (and are expected to) assist in the promotion and achievement of good sportsmanship ideals by taking personal responsibility for keeping this contest at a high level of fair, clean, wholesome competition. Good luck to both teams!" *(See page 12 regarding citizenship/sportsmanship announcements.)*

Sporting and Conduct

We are sure you concur with the KSHSAA in its belief that considerable effort should be exerted by managers to promote the highest principles of good sportsmanship.

- You are urged to give the officials your utmost cooperation in helping them eliminate any form of rowdiness.
- If there should be any patrons unwilling to accept the principles of good sportsmanship or if there are some who desire to view the matches while under the influence of intoxicating beverages, managers should see that those individuals are refunded their money and evicted.

Experience has demonstrated that good sportsmanship is not an inherent characteristic of all people attending high school volleyball contests. Because of this fact, it is impossible to acquire the optimum in good sportsmanship at your event without considerable effort and planning in advance. How can this be done?

- Through the medium of the public address system, certain announcements can be made concerning this matter.
- Cheerleaders can be schooled so that they will be on the alert to stamp out any demonstration.
- The English or journalism departments can prepare local news releases, the same to be forwarded to the newspapers in the towns represented in a tournament, emphasizing the importance of proper sportsmanship on the part of the patrons who plan to attend; pointing out that one of the justifications for an interscholastic athletic program is that it serves as a means of teaching proper attitudes and ideals to the students.

A little effort on the part of the administrator/manager will do much to stimulate fair play, friendly rivalry, and good sportsmanship among the contestants and patrons at each event!

Sportsmanship Announcements

The following are examples of citizenship/sportsmanship announcements:

1. Interscholastic activities are an integral part of a student's education. There is no place in an educational environment for poor sportsmanship.
2. Interscholastic volleyball must be educational. Please contribute to an educational environment by being a good sport.
3. Interscholastic volleyball teaches citizenship and sportsmanship. Please do your part by being a good sport.
4. We ask all fans to display positive reinforcement for your team. Sportsmanship is practicing the Golden Rule.
5. Good citizenship and good sportsmanship are contagious. Let's start an epidemic!
6. Grantland Rice said: "When the great scorer comes to write against your name, he writes not whether you won or lost, but how you played the game." Play well and be good sports.
7. The KSHSAA or _____ High School wishes to remind you that the ideal of sportsmanship is to be practiced and adhered to throughout the contest.
8. The KSHSAA or _____ High School appreciates your support of interscholastic activities and its principle objective. You are reminded this is an educational event and the practice of good sportsmanship is encouraged by all.
9. This event and all interscholastic activities intend to teach morals, character, and the American system of achievement. We appreciate your support of the achievers and the interscholastic objective.
10. We would ask all in attendance to practice good sportsmanship and citizenship throughout the tournament. Support your team in a positive manner; don't be negative.
11. Please keep in mind winning is for a day—sportsmanship/citizenship is for a lifetime.
12. High school activities are an extension of the classroom and there is no place in the educational environment for poor sportsmanship. Accentuate the positive and eliminate the negative.
13. We are all here for the same purpose—to win a state championship. Only one team will win, but we can all be winners by practicing good sportsmanship and citizenship.
14. Sportsmanship/citizenship is nothing more than treating others as we like to be treated. Be the best you can be, whether a player, coach, or fan. Be a good sport!
15. Good sportsmanship/citizenship is conduct which imposes self-control involving honest rivalry, courteous relations, and gracious acceptance of the results. Be a good sport!

Charitable Contributions, Solicitations, and Sales

With the assembly of people at tournaments, managers will be confronted with requests pertaining to donations and contributions to the various organizations which rely upon this system of financing their programs. The passing of hats, receptacles, blankets, etc., inside the gymnasium at any Association-sponsored tournament for the purpose of contributions should not be permitted. There shall be no sale of any items on the premises other than normal food concessions and programs, unless approved in advance by the manager and the KSHSAA.

General Regulations

All competition must be held between Friday, August 25 and the state tournament, Friday and Saturday, October 27-28, 2023 (or when your team is eliminated in postseason competition).

Rule 43—Volleyball (Girls)

Section 1: General Regulations (apply to grades 7-12) (See *Rule 30-1-8a-e, Season of Activities*)

Art. 1: The KSHSAA interscholastic volleyball program is designed for girls in grades 7-12.

Art. 2: From the first Tuesday following Labor Day through the last Friday preceding Memorial Day, no more than four players from the same school squad may practice or participate together on the same outside team. Participation by more than four squad members on the same team shall make them ineligible for the remainder of the school year and any further middle/junior or senior high school volleyball, unless reinstated by the Executive Board.

Section 2: Senior High Regulations

Art. 1: Practice shall not begin prior to Monday of Standardized Calendar Week #7.

Art. 2: Competition shall not begin prior to Friday of Standardized Calendar Week #8.

Art. 3: No team or girl representing a member high school shall participate in more than 36 competition points. A team/player may play in a maximum of 40 matches. KSHSAA postseason tournaments are not included in this number.

- a. **Dual** (one match between two schools) = 1 point
- b. **Triangular** (three schools playing one another) = 2 points
- c. **Quad** (four schools playing one another) = 3 points
- d. **Tournament** (more than four teams involved or when teams play four or more matches in one day) = 5 points

Tournaments are limited to no more than six matches being played by any one school. Teams are limited to no more than four tournaments at any one level of competition (i.e., varsity, junior varsity, etc.).

NOTE: A tournament is defined as a multiple school contest in which a winner is declared. Quadrangulares are not tournaments. Any volleyball competition involving more than four schools shall be declared a tournament.

Player Exception: When varsity teams and sub-varsity teams play on the same day at the same site, participation in both sub-varsity and varsity matches counts as the same match.

The same is not applicable when varsity teams and sub-varsity teams play on the same day at separate tournaments. Players participating in both varsity and junior varsity tournaments on the same day have played in two of their allowed tournament competitions.

Tournament Exception: In a league with nine or more schools, a two day league tournament or seven matches may be approved by the KSHSAA Executive Board if necessary. Leagues must apply in advance for prior approval.

Art. 4: The season shall close with the state championship tournament during Standardized Calendar Week #17.

Section 3: Middle/Junior High School Regulations

Art. 1: No team or girl representing a member middle school/junior high shall participate in more than 30 competition points. A team/player may play in a maximum of 34 matches.

- a. **Dual** (one match between two schools) = 1 point
- b. **Triangular** (three schools playing one another) = 2 points
- c. **Quad** (four schools playing one another) = 3 points
- d. **Tournament** (more than four teams involved or when teams play four or more matches in one day) = 5 points

Tournaments are limited to no more than six matches being played by any one school. Teams are limited to no more than four tournaments at any one level of competition (i.e., varsity, junior varsity, etc.).

NOTE: A tournament is defined as a multiple school contest in which a winner is declared. Quadrangulares are not tournaments. Any volleyball competition involving more than four schools shall be declared a tournament.

Player Exception: When varsity teams and sub-varsity teams play on the same day at the same site, participation in both sub-varsity and varsity matches counts as the same match.

The same is not applicable when varsity teams and subvarsity teams play on the same day at separate tournaments. Players participating in both varsity and junior varsity tournaments on the same day have played in two of their allowed tournament competitions.

Tournament Exception: In a league with nine or more schools, a two day league tournament or seven matches may be approved by the KSHSAA Executive Board if necessary.

KSHSAA Rule Interpretations for Volleyball

Multiple school contest vs. tournament - The KSHSAA Executive Board adopted a policy that a five (5) school competition does not constitute a tournament when a school does not exceed three (3) matches in a day and does not compete against all other schools present.

Definition of student team membership - A student becomes a member of a school athletic squad when she first participates in a practice session. A student ceases to be a squad member after her last contest for the school in that sport or when the membership on a squad is terminated.

Definition of "same school squad" - A player is considered to be a part of a certain squad if she enters into a set for any length of time. It is entirely possible, and quite probable, for a player to be a member of two or more squads.

Dual Match Clarification

A high school dual varsity match (only one match played) shall be the best three-out-of-five set match. The first team to win three sets shall be the winner of the match. The 4th and 5th sets shall not be played unless necessary to determine the winner of the match. All sets shall be 25 points (no cap). The 5th and deciding set shall be 15 points (no cap), and the team must win by two points.

Leagues/schools are not permitted to change or alter this NFHS playing rule.

Filming/Video Taping and Pictures

A member school may not film any school's activity contest in which they are not a participant without written permission from all the involved school principals in advance of the contest. The use of replay of television monitoring equipment to make decisions related to the game is prohibited (*NFHS Volleyball Rule Book, Rule 5-1-2; 11-3-2*).

During competition, no pictures may be taken that will directly or indirectly affect the ability of either team to play the ball. Electronic flash and/or strobe lights are permissible so long as they do not interfere with the contest. Pictures may be taken during any regular time-out.

Photographers, like bona fide sports writers, may be admitted free if they are taking pictures for newspapers or television (see Media Passes, page 26). Amateur and school photographers must pay the regular admission.

Match, Set, Forfeit, and Byes

All high school varsity matches in Kansas will play a best two-out-of-three set match in which a team is considered the winner of the match when it wins two sets. All sets shall be 25 points (no cap). The third set shall not be played unless it is necessary to determine the winner of the match.

Exception: A high school dual varsity match (only one match played) shall be the best three-out-of-five set match. The first team to win three sets shall be the winner of the match. The 4th and 5th sets shall not be played unless necessary to determine the winner of the match. All sets shall be 25 points (no cap). The 5th and deciding set shall be 15 points (no cap), and a team must win by two points.

During regular season bracket-style tournaments, if a team is unable to attend/participate, matches not played will be forfeited so teams may advance on the bracket. Such matches will be counted as "no match played" and will not count as one of the allowed team/individual tournaments for the absent team.

During regular season duals, triangulars, and quads, if a team is unable to attend/participate, matches not played shall be treated as "no contest."

Teams receiving a bye during the regular season MAY NOT count the bye as a win on their season win/loss form.

Players - Permission for Special Equipment, Attire

The *NFHS Rules Book*, **Rule 4-1 NOTE** allows each state association to provide reasonable accommodations to individual participants with disabilities and/or special needs as well as to individuals with extenuating circumstances. The accommodations should not fundamentally alter the sport, heighten risk to others, or place the opponent at a disadvantage.

Artificial Limb, Cochlear Implants, Helmet, or Other Special Device: Players wearing an artificial limb, cochlear implants, helmet, or other special device must have a letter of permission from the KSHSAA. When seeking permission, please submit a picture and description of the device so a determination as to the safety and/or adequate padding of the device can be made.

Insulin Pumps and Hearing Aids: Individual athletes with insulin pumps or GMS and hearing aids are allowed to participate in competition without a specific letter of approval. Each piece of equipment should be securely attached to the person. If there are loose wires, the wires should be taped down to help eliminate any possibility of getting tangled with another player or caught up on volleyball equipment (net, standard, or padding).

Attire: Players' uniforms that vary from the traditional attire worn by teammates must have a letter from the KSHSAA. Head coverings worn for religious reasons do not need a letter from the KSHSAA. Head coverings worn for medical reasons will need a letter from the KSHSAA.

Schools seeking special permission from the KSHSAA are asked to do so in a timely manner. The coach should present the letter to the officials at the pre-match conference.

Player Bench Occupants

During a contest, the player bench may be occupied by the eligible substitutes, coach, assistant coach, faculty representative, bona fide team managers, bona fide team statisticians and scorekeeper, bona fide team trainer or physician, and any disqualified players. Disqualified players may not leave the team bench unless properly supervised.

Rules Meetings/Test Requirements for Coaches and Officials

Only those officials registered with the KSHSAA may be used by member schools in varsity volleyball competition. It is recommended registered officials be used for all non-varsity competition.

Registration includes taking an open book rules test and attending a KSHSAA volleyball rules meeting (14 face-to-face meetings in 2023 or the online meeting). It is mandatory that all volleyball officials wishing to be considered for a post-season tournament assignment attend two area supervisor meetings, one in Series 1 and one in Series 2.

All varsity middle and senior high coaches must successfully complete Volleyball Test, Part 1. Coaches and officials will take their test online. A grade of 90% or better must be scored. Those coaches who do not receive a grade of 90% or better must take KSHSAA Test 2. If they do not score the required 90% or better after taking Test 2, their schools will be identified in the *Activities Journal*. Those schools not submitting a test will also be identified. Any school whose coaches do not send a completed test by August 24 will pay a penalty of \$100.

Head volleyball coaches must attend a KSHSAA online rules meeting, available July 27 - August 24. See information in the summer mailing.

Scorekeeper, Timer, and Libero Tracker

The volleyball match is administered by the first referee and the second referee. Assistant officials include scorer, libero tracker, timer, and line judges (2). All authorized officials shall be secured by the host school. It is recommended schools provide competent adult scorers and timers along with a PA person if a public address system is available. The official scorer and timer, in addition to the libero tracker, shall be seated at the officials' table, which shall be placed at least 6 feet outside the court sideline opposite the referee. Seating arrangement shall be such that the official scorer and timer are seated side-by-side with the libero tracker on the outside next to the official scorer. Scorers and timers should review their responsibilities as listed in the *NFHS Volleyball Rules Book (Rule 5)*.

An individual other than the scorekeeper must be provided to track the entries of the libero player. If properly trained, the libero tracker can be charged with keeping the visible score, tracking the libero, and assisting the scorekeeper with substitutions. Preferably, a separate individual should keep the visible score. The libero tracker will record all substitutions and libero replacements on the libero tracking sheet, notify official if libero is replaced by incorrect player, or if undesignated libero enters the game, notify official if libero does not remain out of game one rally.

Efficiency will be expected at the officials' table, and ideal conditions must prevail in order to live up to such expectations. As tournament manager, careful surveillance will assure those officials at the table have desirable, adequate, and pleasant working conditions. Nothing, such as a radio, headphones, cell phones, should be at the officials' table which might distract the scorer and timer.

Scrimmages

Schools may not conduct interschool scrimmages (practices) in volleyball. Interschool is defined as middle/junior high school with another middle/junior high school and senior high school with another senior high school. This does not eliminate scrimmages between alumni and the school. During a scrimmage, there can be no score kept and no clock. Use of officials is permitted. Should one or more game element (score or time) be involved, it would no longer be a scrimmage, but must count toward the number of competition points allowed during the season. Intrasquad scrimmages (games among teammates), even with score, time, and/or officials used would not be considered a game.

The Executive Board voted unanimously to prohibit member schools from scrimmages with or against junior college or college teams. School administrators and coaches must not allow scrimmages with collegiate teams.

KSHSAA Volleyball Jamboree

A jamboree is an opportunity for member high schools to participate in a controlled playing environment providing a meaningful learning and training experience for players, coaches, officials, and spectators per the following conditions:

- Only KSHSAA member high schools may participate in a jamboree.
- Participation in a jamboree is optional for member school teams (not required).
- Each member school is limited to one jamboree date; it does not constitute a regular season contest.
- The jamboree must be conducted prior to the first regular season competition.
- It is recommended member schools develop contracts between participating schools to confirm details of location, date, time, format, etc.
- Supervision of the jamboree event is the responsibility of participating school administration.
- Participating schools determine admission policies and procedures.
- NFHS playing rules apply, with the following exceptions:
 - Time may be modified within constraints detailed below.
 - Time-outs may be modified/extended in order to provide additional coaching/learning for participants.
 - Coaches may enter the competition area for teaching/learning opportunities.
- Teams may wear school uniforms.
- The jamboree must be officiated by KSHSAA registered officials.
- It is strongly encouraged to use jamborees as training opportunities for officials.
- It is strongly encouraged to have officials review rule changes, points of emphasis, and sportsmanship expectations with players and coaches.

Volleyball Jamboree - Additional details

- The jamboree shall consist of play between three (3) or four (4) member schools (no duals).
- Additional NFHS Rule modification: automatic side out following five consecutive serves by one player.
- The jamboree can be a three or four team format only. When there are three schools participating, a maximum of six sets (three against each team to 21 points) shall be allowed. When there are four schools participating, a maximum of nine sets (three against each team to 15 points) shall be allowed. Point caps are at the host's discretion.

3-Team Format

- A vs. B
- B vs. C
- A vs. C

4-Team Format

- A vs. B
- C vs. D
- A vs. C
- B vs. D
- A vs. D
- B vs. C

Warm-Up Procedure (Regular Season)

Warm-up length and content for regular season matches is at the direction of the host school and/or league policy. This is not the official's decision to make. Based on the safety components for players, in the absence of a defined warm-up procedure for the regular season, it is strongly recommended that schools use the KSHSAA postseason warm-up procedure.

Hosting Volleyball Events

Secure All Contest Officials

Each volleyball match is administered by seven officials

Primary Officials

- First Referee (R1)
- Second Referee (R2)

Assistant Officials

- Score Keeper
- Timer/Clock Operator
- Libero Tracker
- Line Judges (2 - preferably adults)

Preseason: Train All Assistant Officials

(NOTE: Job Descriptions online)

- Score Keepers
- Timers/Clock Operators
- Libero Tracker
- Line Judges (preferably adults)

Communication With Primary Officials

Prior to the Event

- Email/call officials 1 week prior to event
- Confirm event location, where to park, entrance to use
- Confirm number of matches to work
- Explain match fees and method of payment
- Give officials a phone number they can call in case of an emergency
- If possible, let officials know who they will be working with

Upon Arrival

- Greet officials
- Identify the person(s) who will assist with sportsmanship issues during the event
- Inform officials of any special activities during event
- Introduce officials to pertinent workers
- Ask about any additional needs
- Provide bottle of water
- Inform officials of blood clean-up kit

After Event

- Check with officials about any unusual situations you need to be aware of
- Clarify questions about match fee; checks should be issued prior to the event
- Thank officials for their time and efforts on behalf of all schools

Match Set-Up and Equipment

(NOTE: Court Diagram, Rules 2 & 3 located online)

- Check all court lines (2"–Court Diagram)
- Standards & Nets (Rule 2)
- Antennas
- Officials Stand
- Padding (Net Poles and Officials Stand)
- Team Chairs/Bench (Rule 3)
- Score Table, 3 Chairs
- Score Board Controls (Extension Cord?)
- Score Sheets, Pencils
- Libero Tracking Sheets, Pencils
- Practice Balls
- Game Ball(s)
- 2 Red Flags for line judges (per court)

Important Online Information at www.kshsaa.org

(Athletic>Volleyball>Announcements)

Special Pre- and Post-Match Details

- Secure visiting and home team rosters
- Prepare printed programs
- Arrange for playing of National Anthem
- Organize for player introductions
- Secure PA system and announcer
- If tournament, obtain trophies, medals and arrange for presentation
- Contact school newspaper and local media to cover event
- In absence of media coverage, prepare and provide event statistics for post-event newspaper article

Preparations for Guest Teams

- Confirm schedule with visiting schools in advance of arrival (i.e., order of play)
- Request form TRA from visitor teams
- Provide locker room for visitors
- Provide visitors with info regarding any special activities at event (i.e., senior night)

Additional Event Details, Workers

- Secure ticket takers (provide start up money)
- Arrange for concessions
- Consider additional event supervision
- Visit with custodian – post-event cleanup, unexpected challenges during event

KSHSAA Guidelines for a Volleyball “Pink Event”

The KSHSAA is aware of numerous sporting events across the country that are focused on Breast Cancer Awareness. At this time, for KSHSAA volleyball events:

1. The KSHSAA will allow a member school to wear uniforms during October to honor Breast Cancer Awareness during the regular season schedule.
2. Participating teams may wear a pink top/uniform as long as *NFHS Rule 4-2-4* (number placement, size, color) is followed. The number must be clearly visible.
3. All NFHS playing rules must be followed.
4. The competition volleyball may be all-white or with color-panels (1/3 of panels must be white).
5. Officials may use pink whistles and/or lanyards.

Please contact the KSHSAA if you have any questions about conducting a Volleyball “Pink Event.” Direct questions to Sarah Smith, ssmith@kshsaa.org.

Your efforts and support of Breast Cancer Awareness by sponsoring this event are appreciated.

Volleyball Is Impacting Lives

The Side-Out Foundation and the AVCA are working together to provide student-athletes meaningful experiences while using our amazing sport of volleyball to bring people together to accomplish a common goal.

Through Dig Pink® initiatives, volleyball teams are collectively accomplishing the goal of recognizing and serving the stage IV breast cancer community through the funding of game-changing clinical research and patient services.

Your team’s support is needed this season to help unite all volleyball programs across the nation behind this great cause. Become a part of the Dig Pink® Rally with us by hosting a Dig Pink initiative at your school in support of The Side-Out Foundation. All proceeds benefit Side-Out’s cutting-edge clinical trials at renowned medical institutions as well as high-quality support services for cancer patients and their families.

Information from <https://www.avca.org/groups/high-school/dig-pink-with-the-side-out-foundation.html>

DIG PINK® WITH THE SIDE-OUT FOUNDATION



JOIN AVCA IN SUPPORTING
THE SIDE-OUT FOUNDATION!

DIGPINK 

ADMINISTRATION OF POSTSEASON

The National Federation of State High School Associations *"Volleyball Rules Book"* and the Kansas State High School Activities Association *"Handbook"* shall be the rules that govern the Kansas interscholastic girls volleyball program.

Bands and Noisemakers

Pep Bands will not be allowed to participate in postseason volleyball tournaments (sub-state and state). Rationale: The nature of volleyball differs from many other school athletic activities.

- **Multiple matches played at one site:** *NFHS Volleyball Rule 1-8* does not allow for the playing of music while a match is in progress, and the use of artificial noisemakers is always prohibited. Because multiple matches are played at one time and will vary in length, the opportunity for a pep band to play is extremely minimal.
- **Playable/non-playable areas:** *NFHS Volleyball Rule 2-1-9* defines playable area as the court and the unobstructed space outside the court boundary lines. Because volleyball facilities differ in size/layout, so do the defined playable areas.
- **Space to set up:** Due to limited non-playable area on the main competition floor, bands would need to be located in the spectator seating area. Generally, the area provided in bleachers is not conducive for drums and other large instruments.

Music/Sound Effects/Artificial Noisemakers: The playing of music/sound effects shall only be permitted prior to the start of the set and following competition. **Artificial noisemakers are not allowed at any time.** This includes, but is not limited to, megaphones, cowbells, whistles, air horns, or any device used to make noise.

Banners and Signs

Banners and signs will be permitted at Association-sponsored tournaments, provided they are not, negative, unsportsmanlike, or vulgar. Signs must be attached or fastened to the facility only with the approval of the tournament manager or if held by one person, they will be permitted in the stands as long as they meet the above criteria. Signs may not exceed 4 ft. x 12 ft. Parades with signs or banners will not be permitted. Helium filled balloons, confetti, or glitter will not be allowed at any site.

Fireworks, Cannons, and Other Explosive Devices

By policy of the KSHSAA Executive Board, use of fireworks, cannons, air concussion cannons, hand-held explosives, and other devices are not permitted at all KSHSAA postseason athletic events. Member schools have authority to determine if they permit such devices at their regular season events.

Cheerleaders

School cheerleaders are welcome at all volleyball events but must be reminded that they are to be located in a non-playable area. Prior to the start of competition, the event manager/athletic director and cheer sponsor are to confer with the match officials (R1, R2) regarding a safe non-playable area for them to locate. Oftentimes, this may be in the stands. At no time will they be permitted to cheer/stunt on the volleyball playing surface.

School cheerleaders (no more than ten) in school uniform and their sponsor will be admitted free to postseason tournaments.

Dressing Rooms

Teams will be assigned dressing rooms by the tournament manager. It may be necessary for managers to assign teams to dress in classrooms or other areas of a building and to work out a time schedule for use of showers. Teams should understand that ideal conditions may not be available, but through cooperative efforts and careful scheduling, any problems can be resolved.

Entry Fee, School Checklist, and Due Dates

Sub-state volleyball tournament entry fees will qualify a school to receive an assignment to the first level of postseason competition and will also serve as the entry fee (\$75) in that level of competition. Schools participating in postseason tournament competition must submit **Form ADM-Fall** to the KSHSAA on or before August 17. Invoices will be emailed to athletic directors.

Schools are reminded to check the inside front cover of this manual for KSHSAA forms needed and their due dates. Please note the recipient for forms and other needed items. Timeliness is appreciated!

Late Arrival Policy

When a team arrives late for a postseason contest for reasons other than weather, mechanical, or any other situation beyond the school's control, the following procedure will be used:

1. All teams are required to warm-up 20 minutes before the match. After warm-up, if 15 or more minutes have passed since the designated starting time, the team will forfeit the first game.
2. If 30 minutes or more have passed since the designated starting time, the team will forfeit the second game (and match).

Line Judges - Red Flags Required

Line judges at all KSHSAA high school regular season and postseason varsity volleyball contests will use red flags as they fulfill their duties. The red flags are being used by high school line judges across the country as a means to better communicate with the primary officials during play. The flags will help encourage the line judges to work hard and stay attentive to provide the needed communication for a match. Go to www.kshsaa.org>volleyball for Q & A on flags.

The KSHSAA Executive Board strongly recommends adults serve as line judges for all high school varsity volleyball matches. Additionally, the Board strongly recommends schools provide line judges for all matches at all levels of play. It is the host school's responsibility to select, instruct, and train line judges.

Rationale: Good line judges are essential for a volleyball match. They are assistant officials and assist the referee but do not make decisions. The line judge must be able to ignore spectator criticism and maintain complete concentration on the game.

The Executive Board requires the use of adults to serve as line judges for all KSHSAA postseason tournaments (sub-state, state). State line judges will be KSHSAA registered volleyball officials.

The KSHSAA will pay line judges in all sub-state and state tournaments. Interested registered officials not assigned to officiate postseason tournaments are asked to contact postseason managers if desiring to serve as a line judge. The rate of pay and information regarding manager financial reports can be found on page 47. All line judges will wear white short-sleeve polo shirts during matches. (Registered officials are to wear their official shirt.) Line judges are asked to assist in picking up balls when warm-up is concluded.

Media Passes

ONLY KSHSAA REGISTERED MEDIA OUTLETS ARE ELIGIBLE TO REQUEST CREDENTIALS

To check if you are a KSHSAA registered media outlet, go to www.kshsaa.org>Media>Media Listing. If you are listed, follow the procedures to request credentials.

If your organization is not listed and would like to become a KSHSAA registered media outlet go to www.kshsaa.org>Media>Media Listing, click on *Media Request Listings*, and fill out the form. You will be notified by the KSHSAA via email when your request has been approved. Once approved, follow the procedures to request credentials.

Officials

Blue shirts are required for Varsity and postseason contests beginning in the fall of 2023. Officials may wear blue or white for sub-varsity contests, but the officials must match on each court.

Neither a member school nor an approved school shall take any action to prevent an athletic official from officiating a contest because of the official's race, sex, religion, or national origin. Neither shall a member school or an approved school participate in a contest for which an athletic official has been excluded from officiating because of the official's race, sex, religion, or national origin.

Managers should provide a private room which the officials may occupy during the course of the tournament. This room should be available to them as a dressing room and lounge between matches. Officials should be informed where they are to enter the building and the location of this room(s). Arrangements should be made for someone to meet them when they arrive.

Post the NO ADMITTANCE signs (Form O found at www.kshsaa.org>Schools>Login>EntryForms>Yearly-Letter Forms) on the dressing room door. Do not allow anyone else to enter this room other than the manager or an official KSHSAA representative. Assign security personnel to see this is done. The host school's cooperation will be appreciated by the officials and will assure a better officiated tournament.

Practice Balls and Practice Sessions

All teams participating at the state tournament will be required to provide their own practice balls. At other tournaments during the season, teams will provide their own practice balls unless notified otherwise. Visiting teams will not be permitted to practice on tournament courts prior to the start of the tournament. If facilities can accommodate, tournament directors may designate a warm-up area outside of the playing arena.

Radio Broadcasting

Radio broadcasting shall be permitted at no charge for space or the right to broadcast, if space is available. If space is limited, stations from towns with participating teams should receive first choice.

Radio stations desiring to broadcast any match shall contact the tournament manager at least 48 hours prior to the contest. Contracts, provided by the Kansas Association of Broadcasters, have been sent to each radio station. The broadcasting station shall complete the contract in triplicate, furnishing one copy to the tournament manager and one to the KSHSAA, retaining one for the station records.

Team Photos

All schools participating in interscholastic volleyball should arrange to have a team picture taken during the season. Should your team qualify for state action, the KSHSAA will need your picture emailed to jholaday@kshsaa.org by noon the day after sub-state.

Please consider the following:

- A team picture should be taken in team uniforms and arranged so that player numbers are visible.
- Think horizontal and vertical. Long rows and tall thin group shots aren't ideal. Use of props (other than a volleyball) is discouraged and will not be printed in the program.

Telecasting/Broadcasting of Matches

The KSHSAA owns the broadcast rights to all postseason contests beginning with the first round of sub-state play. Match starting times will not be adjusted in the event of any live telecast of the match. Member schools and all media outlets must obtain permission through the KSHSAA to broadcast a selected postseason contest. There are three agreement forms available at www.kshsaa.org that must be filled out for your respective medium to obtain permission. The KSHSAA has the right to deny permission to broadcast. It is recommended that the media outlet or member school visiting the host site contact the host site manager about broadcasting the contest before submitting an agreement form to the KSHSAA.

Forms can be found by going to www.kshsaa.org>Media>General Information

Broadcast Fees

Television Broadcast:

\$75/contest—72-hour delay

\$100/contest—48-hour delay

\$200/contest—24-hour delay

\$500/contest—For a same-day playback following the last contest of the day/evening

\$2,000/contest—Live telecast (daily fee for multi-day events)

Internet-Video Broadcast:

No Charge—Member schools (sub-state only - state tournament and championship matches are not permitted)

\$200/contest—All others

Tournament Bracket and Team Benches

The team on the top of each bracket will be the home team and designated as such on the scorebook and scoreboard. The home team shall select its team bench for the first set of the match in sub-state, for the match in state. The choice of serving or receiving shall be decided by a coin toss between the designated player of each team. This procedure will be conducted by the referee at least 15 minutes prior to the first set of the match. The visiting team (bottom team in each bracket) shall call the toss.

Tournament Volleyball

The Baden Perfection VX5EC-220 top grade leather volleyball (blue, gray, white) is the “Official Championship Volleyball” for ALL KSHSAA postseason tournaments.

Baden will ship each regional and sub-state tournament site two volleyballs for tournament use. Four volleyballs per classification will be shipped to each state tournament site.

Volleyballs used for regular season competition are at the discretion of the host school. They must have the NFHS authenticating mark and may be all white or have color panels (1/3 must be white).

Trophies/Plaques and Presentations

Trophies or plaques will be mailed to postseason tournament managers directly from the manufacturer. They should be received at least one week prior to the tournament. Check them immediately and notify the KSHSAA of any breakage, defects, or errors in engraving.

Sub-States – Class 1A DI, 1A DII: 8 tournaments per class; top team receives a plaque

Sub-States – Class 3A, 2A: 8 tournaments per class, the top 2 teams receive a plaque

Sub-States – Class 6A, 5A, 4A: 8 tournaments per class; top team receives a plaque

At the state tournaments, the first, second, and third place teams will receive trophies and individual medals. The fourth place team will receive individual medals only. At the conclusion of both the consolation and championship matches, the

third and fourth place teams will receive their awards followed by the runner-up and championship teams. Coaches and squad members of all teams winning awards shall remain for the entire awards presentation.

Additional team medals (as awarded) may be requested by the school administrator by emailing kshsaa@kshsaa.org.

The trophy presentation should be made by a person from the host town. The public address announcer should read the details and have someone else make the actual presentation. (See page 46 for presentation details.)

TRA: Traveling School Information

Please complete and scan/email **Form TRA** to your postseason event manager two days prior to the event. In the event of inclement weather, a decision will be made by the KSHSAA and the tournament site manager as soon as possible regarding an altered schedule or postponement. Form TRA can be found online with your forms.

Warm-Up Procedure (Postseason)

In sub-state and state tournaments, all matches will start no sooner than the time listed on the printed schedule with at least 20 minutes between matches.

EXCEPTION: FRIDAY, STATE TOURNAMENT: All teams will receive a 20-minute warm-up prior to their first match of the day, followed by a 10-minute warm-up in subsequent matches. If more than 10 minutes exists before the next scheduled match, teams may use up to 20 minutes for warm-up.

EXCEPTION: SATURDAY, STATE TOURNAMENT: Warm-up prior to semifinal matches will be 20 minutes; warm-up prior to third place and championship matches will be 10 minutes.

By agreement of both coaches, the warm-up for second, third and fourth round matches at sub-state tournaments may be 10 minutes.

- In postseason warm-up, if a team declines use of the court for its prescribed warm-up phase, the other team may use the court in their absence (*in addition to their own prescribed time*).
- In postseason tournaments, teams playing the first match of the day/tournament may be on the court 40 minutes prior to the end of timed warm-up for stretching and agility work only. Teams may not have balls on the court until 20 minutes before the end of timed warm-ups.

Required Postseason Warm-Up

The required warm-up for all KSHSAA postseason tournaments will be:

20 Minutes – 4 minutes shared court time for ball handling

4 minutes for visiting team to use the court (no home team skill work)

4 minutes for home team to use the court (no visiting team skill work)

4 minutes for visiting team to use the court (no home team skill work)

4 minutes for home team to use the court (no visiting team skill work)

10 Minutes - 2 minutes for shared ball handling

4 minutes for visiting team use of court (no home team skill work)

4 minutes for home team use of court (no visiting team skill work)

The official scorer will be given the responsibility to notify each team when it is time to change drills. The home team in tournament play is listed on the top line of any bracket.

If an adjacent court is not scheduled for tournament play, it may also be used for warm-up by the two teams slated to play. Officials will give coaches the option of warming up on the same court or on separate courts.

An adjacent court may not be used for warm-up or stretching by anyone during tournament competition.

Sub-State and State Receipts

After taxes, sub-state and state gate receipts will be distributed as follows:

1. Net receipts
2. Officials' expenses for sub-state tournaments will be paid by the host school (match officials and line judges).
3. Officials' expenses for state tournaments will be paid by the KSHSAA. Please refer to the *Officials Manual* for specifics.
4. Balance shall be sent to the KSHSAA and will be used as follows:
 - a. 20 percent of net receipts to KSHSAA
 - b. Plaques, trophies, and medals
 - c. Catastrophic and liability insurance
 - d. To underwrite losses at other tournament sites
 - e. To operate non self-supporting activities
 - f. To contribute to the overall operating costs of the Association

Checklist for Sub-State & State Tournament Managers

- Check arrival of and inspect plaques/trophies and medals. Assemble trophies (state).
- Check arrival of and inspect all tickets.
- Check arrival of and inspect tournament volleyballs (sub-state and state hosts).
- Tournament pairings and manager responsibilities:
 - Make sub-state pairings
 - Send a copy of the bracket to all participating schools (*include matches times*).
 - **Send online copy of bracket to KSHSAA.**
 - **Send KSHSAA a copy of sub-state programs.**
- Assign personnel to assist in tournament administration
 - Scorekeeper and Libero Tracker (LT) (*provide instructions/train: see www.kshsaa.org>volleyball*)
 - Timekeepers (*provide instructions/train: see www.kshsaa.org>volleyball*)
 - Public address announcer
 - Line judges (*adult line judges required for postseason*).
 - Assign a host or hostess for each team.
 - Secure security personnel
 - Secure ticket sellers, ticket takers, crowd supervisors.
 - Assign pass gate personnel.
 - Arrange for T-shirt sales (state) - information and shirts from Western Associates.
- Arrange/provide for:
 - Playing of the national anthem (*all tournaments*)
 - Provide tournament scorebook (sub-state only)
 - Arrange for plaque/trophy/medal presentation at conclusion of the tournament
 - Team introductions; be sure PA announcer has a copy of this *Volleyball Manual*.
 - Assign school locations; criss-cross or assign to opposite sides of the court. Try not to locate pep squads behind an opponent's bench. Erect signs to reserve areas for participating schools' followers if necessary.

- Officials—assigned by the KSHSAA
 - Notify officials in sub-state tournaments at least four days in advance of the starting times, directions to tournament site
 - Advise where their parking will be, pass gate location
 - Provide private dressing rooms
 - Provide adult security personnel to meet and accompany officials
- Information to participating schools
 - Seed tournament, email bracket to participating schools, KSHSAA and tournament officials
 - Location of tournament site and bus/van parking
 - Pass gate location/procedure
 - Provide information regarding team warm-up procedure, towels, practice balls, care of valuables, cheerleader location during match, school area
 - Procedure for team introductions
- Reporting tournament results
 - **Transmit sub-state results to KSHSAA office Saturday, October 21, 2023 as soon as your tournament is concluded.**
- Accounting and tournament records - submit to KSHSAA the following:
 - Financial report
 - State tournament scorebooks
 - Completed brackets/result forms

TICKETS & ADMISSIONS

Postseason Ticket Protocol

*Update: KSHSAA will no longer be supplying paper ticket rolls to postseason hosts.

When hosting a KSHSAA postseason event, there are three options for ticketing:

OPTION #1 (PREFERRED): Use the GoFan digital ticketing system. If you already use GoFan, use your own account to create the event and ticket options. If you are new to GoFan, set up an account at <https://hq.gofan.co/login>.

- When creating the event, be sure to use the correct ticket prices provided by the KSHSAA.
- Setup the event as event-based payment (not calendar-based).
- DO NOT include the service fee as part of the ticket price.
- Fans will show their tickets at the gate on their personal mobile device.
- A walk-up credit card purchase option (Box Office option) is available for GoFan schools. Contact GoFan for more details.
- Details on how to use the GoFan platform can be found at <https://get.gofan.co/digital-ticketing-guide>.

OPTION #2 (PREFERRED): Use the GoFan digital ticketing system as described above **and** provide a cash purchase option. Cash purchases should be handled in the same manner as your regular season events. You will need to keep an exact count of all adult tickets and student tickets sold (keep separate counts) to report to the KSHSAA. If you choose to use paper tickets, plan to use your own. ***The KSHSAA no longer supplies paper tickets to hosts.**

OPTION #3: Sell paper tickets in the same manner as your regular season events. You will need to keep an exact count of all adult tickets and student tickets sold (keep separate counts) to report to the KSHSAA. If you choose to use paper tickets, plan to use your own. ***The KSHSAA no longer supplies paper tickets to hosts.**

GoFan is the only digital ticket system that may be used for KSHSAA postseason events.

After the event, complete your post-event ticket and financial reports within 10 days.

- Login at KSHSAA.org > Schools > Postseason Host
- Be prepared with the number of adult and student tickets sold (use GoFan reports and gate counts), the officials' information including round-trip mileage, and your local tax rate.

Admission Prices

Managers should display at each ticket window a conspicuous sign showing the prices of admission as follows:

Sub-State Tournaments (All Classes)

- Grades K-12 - \$6
- Adults - \$8
- All ticket holders must be stamped. One admission price will be good for the day of the tournament.

State Tournaments (All Classes) - Two Sessions

- Grades K-12 - \$10
- Adults - \$10
- Session #1 - Friday morning, afternoon and evening (pool play)
- Session #2 - Saturday morning and afternoon (semifinals and finals)
- All ticket holders must be stamped for Session #1 and Session #2. A different stamp will be used each day.

Special Notice to all Managers and Schools

Each person paying admission MUST be given the ticket purchased.

All General Admission tickets are to be torn in half when the purchaser is admitted. If the sale and admittance is handled at the same location, then the purchaser is entitled to and shall be given one-half the purchased ticket. Such ticket stubs are NOT to be used as pass-out tickets. If pass-outs are necessary you should use a unique stamp. The second half of the ticket is to be deposited in a receptacle.

Complimentary Tickets

1. News Media
2. Host High School Board of Education Members and Spouses (*Sub-State Tournaments Only*)
3. KSHSAA Complimentary Lifetime Passes
4. KSHSAA Annual Complimentary Passes
(*issued to KSHSAA Board of Directors and Appeal Board members on an annual basis*)
5. KSHSAA Area Supervisors of Officials Passes
6. Certified Athletic Trainer

Tournament managers should adhere to all regulations pertaining to complimentary admissions. It would be unfair and defeat the purpose of the program if at some tournament sites, persons were to be admitted without charge when they do not qualify for such admission.

ADMINISTRATORS: Eliminate the manager's problems by reviewing the following information and discussing it with your coaches, faculty members, drivers, and playing squads. In the past, managers have reported that administrators and coaches have insisted on their spouse being admitted free. This is a violation of regulations. Bus drivers or others transporting team members are also obligated to pay, unless they are listed on the Pass Gate List. Coaches Association passes are NOT to be honored.

MEDIA: Members of the media with KSHSAA Media Credentials will be admitted free and given a complimentary program.

When your school is host, the members of your Board of Education and their spouses may be admitted free. Likewise, working crew necessary to sell and collect tickets and supervise and direct tournament activities are to be admitted free.

Lifetime passes have been issued to those who have served on the Kansas State High School Activities Association Executive Board. Similar passes have been issued to the Governor, members of the State Board of Education and State Commissioner of Education. Please honor such passes presented to your ticket-takers at the KSHSAA-sponsored tournaments. No other passes, including Kansas Coaches Association passes, are permitted.

The KSHSAA feels that every administrator is aware of various problems in sponsoring a tournament and why it is necessary that all managers adhere to specific limitations in honoring requests for complimentary tickets. This phase of the tournament program is very important. Assign a competent adult (not a student) the responsibility of working the pass gate.

Pass Gate

The superintendent, principal, athletic director, any volleyball coach listed in the KSHSAA directory who has met all KSHSAA coaching requirement, two managers, 12 participating contestants, one faculty cheerleader sponsor, a maximum of ten varsity cheerleaders in uniform, two supervisors and two additional persons, and one school resource officer shall be admitted free. Spouses are not included on the list.

Managers are not to provide tickets for participating schools, but use a checklist and a special entrance for authorized players, managers, coaches, and cheerleaders. The following forms should be used as checklists for this purpose:

ONLY THOSE LISTED ON THESE FORMS ARE TO BE ADMITTED FREE

- Form VB-2 — Sub-State Tournaments
- Form VB-4 — State Tournaments

At the state tournament, teams eliminated on Friday may be admitted free at their tournament site on Saturday, if accompanied by their coach.



The Baden Perfection VX5EC-220 top grade leather volleyball (blue, gray, white) is the Official Championship Volleyball for all KSHSAA postseason tournaments.

SUB-STATE TOURNAMENT INFORMATION

General Information

Sub-state volleyball tournaments for all classes (6A, 5A, 4A, 3A, 2A, 1A DI, 1A DII) will be held on Saturday, October 21. There will be eight sub-state tournaments in all classes/divisions with the winners only advancing to the state tournament. There will be no third-place matches. Sub-state sites will be determined after September 20, 2023. Assignments will be posted on the KSHSAA website (www.kshsaa.org) as soon as the sites are determined.

- Schools are permitted to suit up no more than 12 girls for sub-state and state tournaments.
- Medal/trophy/plaque information—page 28
- Volleyball information—page 28
- Required warm-up procedure information—page 29

Required Court Specifications for Sub-State Tournaments

It is extremely important that schools that extended an invitation to host a sub-state volleyball tournament meet the required court specifications, as well as have the required permanent seating available and adequate parking.

Tournament hosts must meet the following NFHS rule specifications:

2-1-1 - Ceiling clearance (**strongly recommended** 23 ft. above court, clear of any obstructions)

2-1-3 - Out-of-bounds (shall be at least six (6) feet from walls or obstacles and preferably 10 feet of unobstructed space)

2-1-6 - Serving area (serving area shall be a minimum of six (6) feet in depth)

3-4-1 - Officials' table shall be at least six (6) feet (10 feet preferred when space permits) outside the court sideline opposite the referee

Please see the KSHSAA website (Girls Volleyball>Announcements) for information on the court diagram and equipment setup.

When considering the number of seats available, please be aware of safety factors that involve the use of some bleachers if they are not pulled entirely out and locked. Also, please be prepared to limit the spectator traffic along the court end line, especially during the serve.

Tournament Format - One Court vs. Two Courts

Classes 6A, 5A: All sub-states in these classifications will be played on one court and will consist of four schools.

Class 4A: All sub-states in this classifications will be played on one court and will consist of four or five schools.

Classes 3A, 2A: All sub-state sites in these classifications will host one eight or nine team tournament. These tournaments will be played on two courts. The courts must be in the same facility. If the courts are side by side, it is recommended they be at least 20 feet apart or have a net divider between the courts.

Matches being played on adjacent courts must start at the same time (for introduction purposes).

Class 1A DI, 1A DII: All sub-state sites in each division of this classification will host one six or seven team tournament. These tournaments will be played on one court.

Time Schedule

All sub-state tournaments will be played in the afternoon, starting no earlier than 1:00 p.m. All matches will start no sooner than the printed time schedule with at least a 20 minute warm-up before a team's first match of the day. In order to keep the tournament moving along, tournament managers are encouraged to identify the start time for the first match of

the day only, with the remaining matches following 20/10 minutes later. By agreement of both coaches, the warm-up for second, third, and fourth round matches may be 10 minutes.

Tournament Programs

Host schools are to furnish official programs for their sub-state tournaments. Programs should be sold for a reasonable price. All profit is to be retained by the host school. The contents should include the tournament bracket, complete team rosters, and information similar to that found on squad lists. Managers should send a copy of their program to the KSH-SAA.

Team Records

When reporting team records to sub-state managers and filling out Win-Loss Record Form VB-3, only full matches (best two sets out of three, or in case of a dual match, three sets out of five) will be considered either a match-win or a loss. The team would have to win or lose both sets to be considered a match in a tournament round robin, for example. A one set win, one set loss match cannot be counted as a match and therefore would not be recorded on your win-loss record form. Only varsity matches against varsity competition may be counted (see Match, Set, Forfeits and Byes, page 18).

Sub-State Seeding

Classes 6A, 5A, 4A – Sub-state seeding for these classifications will take place on Monday, October 16 at 10:00 a.m. Assigned schools are to contact their Seeding Manager with their varsity match record on this date/time. Matches played after 10:00 a.m. on October 16 WILL NOT be allowed for sub-state seeding.

Classes 3A, 2A, 1A DI, 1A DII – Sub-state seeding for these classifications will take place on Wednesday, October 18 at 10:00 a.m. Assigned schools are to contact the Seeding Manager with their varsity match record on this date/time. Matches played after 10:00 a.m. on October 18 WILL NOT be allowed for sub-state seeding.

Seeding Criteria

Seeding will be done by the tournament managers for sub-state tournaments. The KSHSAA will seed the state tournaments. The following criteria will be used:

1. Seeding shall be based strictly on percentage of wins and losses. To determine this percentage, divide the number of matches won by the number of matches played. Only varsity competition will count. The team with the higher percentage will receive the higher seed.
2. If two teams have an identical percentage, the tie will be broken as follows:
 - a. If the teams played each other, the one defeating the other a larger number of times will receive the seed.
 - b. If they have played each other and each has defeated the other team under consideration an identical number of times, go to step (c.).
 - c. If two teams have the same percentage of wins and (a.) or (b.) will not resolve the tie, the team with the most wins will receive the better seed.
 - d. If the tie in (c.) still remains, then a draw by lot will determine the team receiving the higher seed. Use a person from your community as a witness.
3. If three teams have an identical percentage, the tie will be broken as follows:
 - a. If one team has defeated the other two, it will receive the better seed.
 - b. If not, the manager will draw by lot for top seed, then the tie shall be broken by using procedures in (2.b.).
4. In sub-state tournaments, teams receiving a bye will consider the bye as a win on their win-loss record for seeding purposes in subsequent tournaments.

Time Schedule

All sub-state tournaments will be played in the afternoon, starting no earlier than 1:00 p.m.

Squad Lists

Schools shall send their Sub-State Volleyball Tournament Squad List Form VB-2, found online at www.kshsaa.org, to their sub-state tournament manager.

Classes 6A, 5A, 4A, 3A, 2A, 1A DI, 1A DII: Squad list due to manager October 17.

Classes 6A, 5A, 4A (36 schools per class)

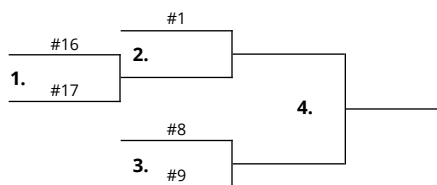
Volleyball schools in classes 6A, 5A, and 4A will be divided into two (2) groups on an east/west geographical basis with 18 schools per group. On seeding day (October 16) at 10:00 a.m., the top four (4) seeds in each group will be designated as a sub-state host and each will host a 4-5 team sub-state tournament. SS1 = Seeds #1,8,9,16,17; SS2 = Seeds #2,7,10,15,18; SS3 = Seeds #3,6,11,14; SS4 = Seeds #4,5,12,13.

Sub-state tournaments will take place on one court. Play-in matches - SS1 and SS2: Before bracket play begins, seeds #16 & 17 (SS1) and seeds #15 & 18 (SS2) will play a match to advance to the bracket of four. Match play (tournaments of four and five) may start at 1 p.m.

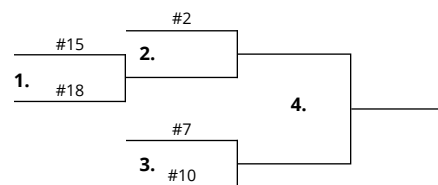
There will be eight (8) sub-state tournaments per classification, with the winner advancing to the state tournament.

Number = sequence of matches

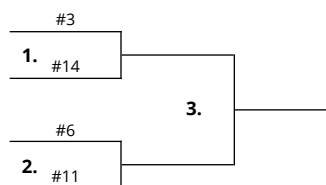
SS1



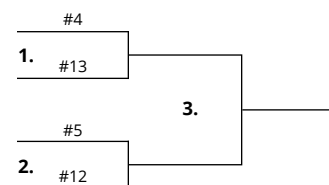
SS2



SS3



SS4



***By action of the Executive Board in June 2023, classes 5A and 6A will no longer have a play-in match for seeds #17 and #18. Seeds #17 and #18 will have concluded their season after their last regular season match.**

Classes 3A, 2A (64 schools per class)

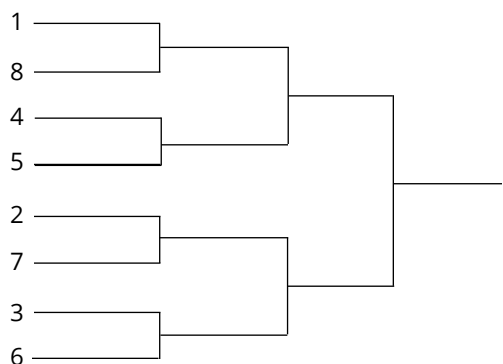
The tournament bracket will appear as follows: seed 1 plays seed 8, seed 2 plays seed 7, seed 3 plays seed 6, seed 4 plays seed 5. Seeds 1-8 and 4-5 will be placed in the top bracket, seeds 2-7 and 3-6 will be placed in the bottom bracket. Any number of teams less than eight (8) would mean there would be byes in the bracket. If there were seven (7) teams in the tournament, the #1 seed would receive a bye. If there are nine (9) teams in the tournament, #8 and #9 will play a match to advance on the bracket.

Sub-state tournaments will take place on two courts (seeds 1, 8, 4, 5 on court A, seeds 2, 7, 3, 6 on court B) — After the teams have been placed on the bracket, the first round matches (1 vs 8; 2 vs 7) will begin at 2:00 p.m. to be followed by the second round matches (4 vs 5; 3 vs 6). The third round will be the winner of 1 vs 8 against the winner of 4 vs 5 and the winner of 2 vs 7 against the winner of 3 vs 6. Matches in the same round will begin at the same time.

The #1 seed will always play on the championship court (Court A).

When the semifinal matches are completed, the championship match will take place on court A followed by the award presentation.

Classes 3A and 2A



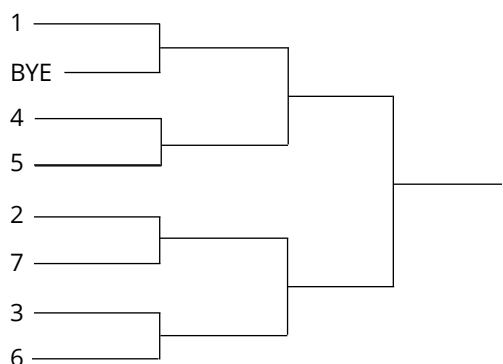
Class 1A (100+ schools)

1A Division I includes the top half of the 1A schools with the highest enrollment. 1A Division II includes the 1A schools with smaller enrollments.

There will be eight sub-state tournaments in both 1A DI and 1A DII, with the winners advancing to state competition. All tournament brackets will have one bye and some will have two byes. The tournament bracket will appear as follows: Seed 1 will have a bye, 4-5 will be in the top half of the bracket; seeds 2-7 (bye?), seeds 3-6 will be in the bottom half of the bracket.

Class 1A DI and 1A DII sub-state tournaments will be played on one court. When the championship matches are completed, the awards ceremony will take place.

Class 1A DI, 1A DII



Introduction of Teams

Prior to the first match a team plays in the sub-state tournament, all starters, nonstarters, and head coaches will be introduced.

1. "Good afternoon! On behalf of the Kansas State High School Activities Association and _____ High School, welcome to the 2023 Class ___A Sub-State Volleyball Tournament. This tournament and championship match is sponsored by the member senior high schools of the KSHSAA. The tournament winner will be honored as the 2023 Class ___A Sub-State Champion. They will advance to the state tournament to be held on Friday and Saturday, October 27-28, 2023 at _____."
2. "We will now introduce six nonstarters of the visiting team." (Players stand at bench area and take a step forward when introduced.)
3. "The six nonstarters for the home team are...." (Players stand at bench area and take step forward when introduced.)
4. "And now the starters, introduced in alternating fashion." (First starter of visiting team introduced, walks to net on their side of the court; first starter of home team introduced, walks to net on their side of the court.)
5. After shaking hands, players go to their attack line and stand.
6. Repeat sequence until all six starters are introduced.
7. "The head coaches for this match are..." (Introduce coaches; both meet at net area to shake hands.)

8. National Anthem (first match only), "Would everyone rise and remove your hat for the playing of our National Anthem."
9. "Congratulations and good luck to both teams!"

Preceding introductions for the championship match for each tournament, the announcer should make the following comments:

"This tournament and championship match is sponsored by member senior high schools in Kansas through the Kansas State High School Activities Association. The tournament winner will be honored as the 2023 Class _____ Sub-State Champion. They will advance to the state tournament to be held on October 27-28, 2023 at _____."

TOURNAMENT MANAGERS

Tournament Brackets

- Sub-state tournaments (6A, 5A, 4A) will be seeded at 10:00 a.m. on Monday, October 16.
- Sub-state tournaments (3A, 2A, 1A DI, 1A DII) will be seeded at 10:00 a.m. on Wednesday, October 18.
- **Managers will seed their tournament bracket electronically via the KSHSAA website.** The bracket can only be accessed by sub-state tournament managers.
- **When filling in the bracket:**
 - Please identify schools by their name on the assignment sheet.
 - After the school name, please put their record - example: Abilene (34-3).
 - Please number sequence of matches and start time for first match(es) only. Please keep bracket halves together.
 - Classes 3A and 2A: Tournaments will be played on two courts; the #1 seed will play on the championship court.
- **When the tournament is completed, please complete the bracket on October 21, immediately after your tournament has concluded**
 - Please provide all match scores and winning teams.
 - Please indicate the overall record for the winning team.
 - Sub-state tournament byes are to be counted as a win.
 - Be sure to check with the coach about any matches that might have been played after the sub-state bracket was seeded.
 - Include any matches played between 10:00 a.m., October 18, and sub-state tournament (Classes 3A, 2A and 1A DI, 1A DII) and all matches played between 10:00 a.m., October 16 and sub-state tournament (Classes 6A, 5A and 4A).
 - You cannot complete the bracket online. Print a bracket, fill it in with scores and records, and scan/email or fax to the KSHSAA.

Information to All Schools Participating in Sub-State Tournaments

Sub-state managers, please communicate with all assigned schools and share the following information:

- Location of tournament site
- Parking and pass gate locations
- Remind schools that brackets will be posted on the KSHSAA website Monday, October 16 (6A, 5A, 4A) and Wednesday, October 18 (3A, 2A, 1A DI, 1A DII).
- Provide information on
 - time schedule and format, warm-up procedure, locker room availability, practice balls, introduction information (first match of the day)

Assignments of Schools to Sub-State Tournaments

Schools submitting **Volleyball Entry Form ADM-Fall** to the KSHSAA will be assigned to a sub-state tournament in their class. Assignments to the respective tournaments will be announced at a later date and posted on the KSHSAA website. The assignments will be released as soon as they can be compiled following the September 20 school classification determination.

Assignment Criteria

The KSHSAA Executive Board has established the following criteria for making assignments:

Classes 1A DI, 1A DII, 2A, 3A

1. After determining the number of schools participating, there shall be an equal number of schools competing at each site, insofar as possible.
2. Identify tournament site from those schools who have expressed an interest in hosting. Priority is given to those who have been the longest to have hosted.
3. Assign schools in clusters geographically around the host site, taking into consideration travel and distance, insofar as possible.
4. If a cluster of schools does not have a best available site, all schools in the cluster will be invited and the KSHSAA will determine the host site.

Classes 4A, 5A, 6A

1. After determining the number of schools participating (36 per class), those schools will be divided into two (2) groups on an east/west geographical basis with 18 schools per group.
2. On seeding day, the top four (4) seeds in each group will be designated as a sub-state host and each will host a 4-5 team sub-state tournament.
SS 1 = Seeds #1, 8, 9, 16, 17; SS 2 = Seeds #2, 7, 10, 15, 18; SS 3 = Seeds #3, 6, 11, 14; SS 4 = Seeds #4, 5, 12, 13.

PLEASE NOTE: Rankings by KVA, or media outlets, are not a criteria for making assignments.

STATE TOURNAMENT INFORMATION

State Tournament Locations

State volleyball tournaments will be held at the following sites on Friday and Saturday, October 27-28, 2023.

Class 1A DII - Emporia-White Auditorim

111 E. 6th, Hwy 50, Emporia, 66801; Site Phone: 620-340-6300
Tom McEvoy, Manager; tom_mcevoy@me.com
Shalla Bennett, Media Coordinator; sbennett@emporiarec.org

Classes 2A, 1A DI - Dodge City-United Wireless Arena

4100 W. Comanche, Dodge City, KS 67801; Site Phone: 620-371-7390
Shawn Steiner, Manager; steiner.shawn@usd443.org

Classes 4A, 3A - Hutchinson Sports Arena

1300 N. Plum, Hutchinson, KS 67501; Site Phone: 620-665-3530
Josh Gooch, Manager; goochj@hutchcc.edu
Steve Carpenter, Media Coordinator; carpenters@hutchcc.edu

Classes 6A, 5A - Salina-Tony's Pizza Events Center

800 The Midway, Salina, KS 67401; Site Phone: 785-826-7200
Kasey Hanney, Manager; kasey.hanney@oakviewgroup.com
Marjorie Anderson, Media Coordinator; marjorie.anderson@spectraxy.com

State Tournament Pairings (All Classes)

State tournament pairings will be made by the KSHSAA Saturday evening, October 21. Brackets will be posted Sunday morning, October 22, on the KSHSAA website (www.kshsaa.org).

Eight sub-state winners (all classes) will be seeded according to percentage of wins. The team with the highest percentage of wins will receive the highest seed. All other teams will be placed in order according to their percentage of wins.

After teams have been ranked one through eight, they will be placed on the bracket as follows: Seeds 1-8-4-5 will be in POOL 1 (top bracket). Seeds 2-7-3-6 will be in POOL 2 (bottom bracket).

The top bracket of four teams, POOL 1 (teams 1-8-4-5), and the bottom bracket of four teams, POOL 2 (teams 2-7-3-6), will play each other in round robin pool play, with the top two teams from each pool completing the tournament.

Home Team

On Friday for pool play, the higher seeded team will be the home team; on Saturday for bracket play, the team on the top of the bracket will be the home team.

Squad Lists and Team Photo (schools qualifying for state competition)

State Volleyball Squad List Form VB-4 (found online at www.kshsaa.org) DUE to the KSHSAA by noon the day after sub-state.

Programs

Programs will be provided by the KSHSAA. Each team and each official will receive one complimentary copy. Program purchase price is \$4.

Warm-Up Procedure

Please see Warm-Up Procedure (Postseason Tournaments), section 4. Unless notified otherwise, all teams will provide their own practice balls.

STATE TOURNAMENT TIME SCHEDULE

Friday, October 27, 2023 (*matches will start no sooner than the time listed below*)

Classes 5A, 3A, 1A DI

Pool 1 (Seeds 1-8-4-5)

Court A

4 vs 5

1 vs 8

4 vs 8

1 vs 5

5 vs 8

1 vs 4

Match Times

8:30 a.m.

9:30 a.m.

10:30 a.m.

11:30 a.m.

12:30 p.m.

1:30 p.m.

Pool 2 (Seeds 2-7-3-6)

Court B

3 vs 6

2 vs 7

3 vs 7

2 vs 6

6 vs 7

2 vs 3

Classes 6A, 4A, 2A

Pool 1 (Seeds 1-8-4-5)

Court A

4 vs 5

1 vs 8

4 vs 8

1 vs 5

5 vs 8

1 vs 4

Match Times

3:30 p.m.

4:30 p.m.

5:30 p.m.

6:30 p.m.

7:30 p.m.

8:30 p.m.

Pool 2 (Seeds 2-7-3-6)

Court B

3 vs 6

2 vs 7

3 vs 7

2 vs 6

6 vs 7

2 vs 3

Class 1A DII

Pool 1 (Seeds 1-8-4-5)

Court A

4 vs 5

1 vs 8

4 vs 8

1 vs 5

5 vs 8

1 vs 4

Match Times

10:00 a.m.

11:00 a.m.

12:00 p.m.

1:00 p.m.

2:00 p.m.

3:00 p.m.

Pool 2 (Seeds 2-7-3-6)

Court B

3 vs 6

2 vs 7

3 vs 7

2 vs 6

6 vs 7

2 vs 3

Introduction of Teams, State Tournaments - Friday

Classes 5A, 3A, 1A DI at 7:45 a.m.

Prior to the start of the first round of pool play, the tournament officials and all eight teams (or all 5A, 3A, 1A DI teams present at 7:45 a.m.) shall be introduced in a pre-tournament ceremony, after which the *National Anthem* will be played. The players and their coaches will be introduced individually using the following guidelines:

- AT EXACTLY 7:45 a.m. the teams (5A, 3A, 1A DI) shall march on the floor in the order in which they participate in pool play.
- Teams should form two lines to march on and off the court, with the first four teams to play forming a line on one side of the net and the other four teams forming a line on the other side of the net. (The tournament manager will designate the sides.) Players for each team should march on the court in numerical order. Players and coaches are to stand on the attack line facing the net.
- The PA announcer will read opening remarks provided by the KSHSAA.
- After all eight teams are in place, the announcer will announce the players' names by team in numerical order. As each player is introduced, have them take one step forward. The last name announced would be the team's head coach.
- After all teams have been introduced, introduce officials. Their names are in the *Volleyball Program*.
- Play the *National Anthem*. Make a closing remark (see script) and then march the players off the court.
- The first pre-match conference should begin at 8:05 a.m. (5A, 3A, 1A DI) followed by the match warm-up at 8:10 a.m. with the first match starting at 8:30 a.m. as listed in the tournament time schedule.

Class 1A DII

The introduction time for Class 1A DII will begin at 9:15 a.m. and follow the procedure listed above.

Classes 6A, 4A, 2A

The introduction time for Classes 6A, 4A, 2A is not known since it depends on the completion of pool play for Classes 5A, 3A, 1A DI. Using the guidelines listed, these classes should be prepared to participate in the introduction ceremony as soon as possible following the completion of the morning group of pool play. This ceremony will start no earlier than 2:45 p.m.

State Tournament Tiebreaking Procedure (Pool Play)

- Each state qualifying team will play 3 matches in pool play.
- After pool play, the 4 teams will be placed on the bracket as a result of pool play (1-4).
- There are 3 possible scenarios when pool play matches have been completed.
 - 3-0, 2-1, 1-2, 0-3
 - 3-0, 1-2, 1-2, 1-2
 - 2-1, 2-1, 2-1, 0-3

Ties will be broken as follows:

TWO-WAY TIE

1. If teams are tied, head-to-head competition in pool play will determine their position on the bracket.

THREE-WAY TIE

2. 2-1, 2-1, 2-1, 0-3

If three teams are tied for the top spot on the bracket (2-1, 2-1, 2-1), the percentage of games won in pool play will be used to determine the top team.

Using the percentage of games won in pool play, the following situations are offered as examples:

- $5/7 = .714$, $5/8 = .625$, $4/7 = .571$ (.714 is the top team. Head-to-head competition in pool play between the remaining tied teams will determine #2 and #3).
- $5/8 = .625$, $5/8 = .625$, $4/7 = .571$ (.625 and .625 = head-to-head competition in pool play will determine the top spot on the bracket). Head-to-head competition in pool play between the remaining tied teams will determine #2 and #3).
- $5/7 = .714$, $5/8 = .625$, $5/8 = .625$ (.714 will be the top team on the bracket. Head-to-head competition between .625 and .625 will determine the #2 and #3).

3-0, 1-2, 1-2, 1-2





If three teams are tied for the second spot on the bracket (1-2, 1-2, 1-2), the percentage of games won in pool play will be used to determine on top team for the #2 spot. After that team has been identified, results of head-to-head competition between the remaining two teams that were tied will determine #3 and #4.

Any time there is a two-way tie from pool play, it will always be determined by head-to-head competition in pool play.

- IF THREE TEAMS REMAIN TIED, a point differential among those teams involved in the tie will be used to determine the top team(s). EXAMPLE: Team "A" wins the match against team "B" 25-22, 23-25, 26-24. The point differential for "A" in the first game was +3, -2 in the second game and +2 in the third game for a total of +3. Team "B" would have a -3. If one team is identified and two teams remain tied, results of head-to-head competition from pool play will determine the second team.
 - When those two teams have been identified, results of head-to-head competition from pool play will determine their position on the bracket.
- IF THREE TEAMS ARE STILL TIED, a point differential for all teams in the pool will be used to determine the top team(s). If one team is identified and two teams remain tied, results of head-to-head competition will determine the second team.
 - When the top two teams are identified, results of head-to-head competition from pool play will determine their position on the bracket.

BRACKET PLACEMENT

After the two top teams in each bracket have been determined, the first place team in POOL 1 (the top bracket) will play the second place team in POOL 2 (the bottom bracket); the second place team in POOL 1 will play the first-place team in POOL 2. The winners of each playoff will meet in the championship match. The losers of each playoff match will meet for third and fourth places.

POOL 1 Court A					Matches Won	Matches Lost	Games Won	Games Lost	% Games Won	Point Differential	Pool Finish
											
											
											
											

Saturday, October 28, 2023 (Semifinals, Consolation, Championship)

Third place and championship matches on Saturday will begin approximately 25 minutes after the last semifinal match has concluded.

TIME	COURT	CLASS	COMPETITION
9:00 a.m.	A	5A, 3A, 1A DI, 1A DII	1st Place Pool 1 vs 2nd Place Pool 2
	B	5A, 3A, 1A DI, 1A DII	1st Place Pool 2 vs 2nd Place Pool 1
10:30 a.m.	B	5A, 3A, 1A DI, 1A DII	3rd Place Match
	A	5A, 3A, 1A DI, 1A DII	Championship Match
1:00 p.m.	A	6A, 4A, 2A	1st Place Pool 1 vs 2nd Place Pool 2
	B	6A, 4A, 2A	1st Place Pool 2 vs 2nd Place Pool 1
2:30 p.m.	B	6A, 4A, 2A	3rd Place Match
	A	6A, 4A, 2A	Championship Match

In the odd-numbered years, the odd-numbered classes will have early starting times; and in even-numbered years, the even-numbered classes will have early starting times with the exception of 1A DII who will play in the morning. Therefore, in 2023, Classes 5A, 3A, 1A DI will have the early starting times and Classes 6A, 4A, 2A will have the later starting times.

Saturday Format

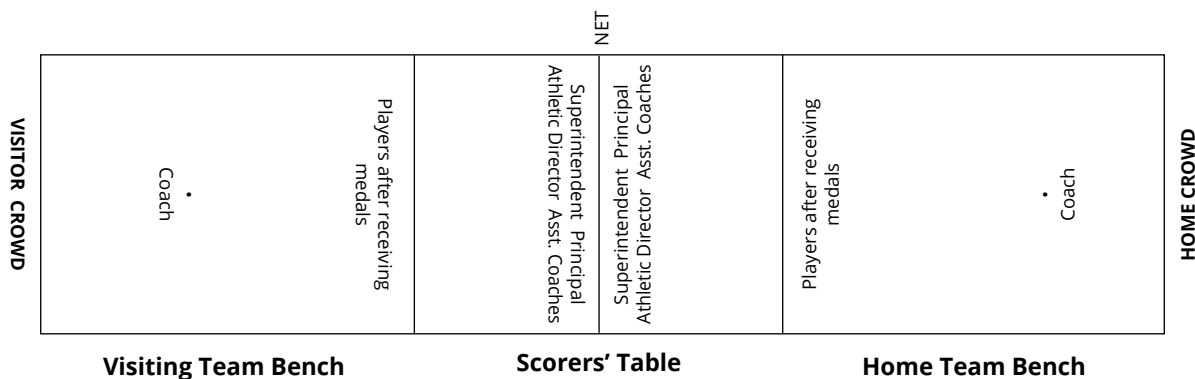
By class, teams will play their two Saturday matches back-to-back. The time schedule is listed above. The *National Anthem* will be played prior to the semifinal matches in each class (9:00 a.m. and 1:00 p.m.). The third place and championship matches will be played at the same time (*see sequence*). The presentation of awards will be made when all competition for that class has concluded.

Fifteen minutes after the last semifinal match has concluded, the remaining four teams will do the following:

1. Pre-match conference
2. 10 minute warm-up
3. Begin play

At the conclusion of play on both courts, the awards presentation will take place. All players must be in team uniform and shoes for the ceremony, and all four teams are to remain on the court throughout the entire ceremony.

Court Diagram for Introduction of Teams



Introductions and Presentation of Awards

Trophies will be awarded to the first, second and third place teams. Individual medals will be presented to the 12 players and the head coach of the first, second, third, and fourth place teams.

1. **All players must be in team uniform and shoes for the awards ceremony.**
2. When both matches have concluded, the awards will be presented first to the consolation match teams.
3. The lower place team will receive their awards first, and the teams will remain at their respective attack lines until all awards have been presented to both teams.
4. Teams will assemble at the benches on the side of the court nearest their cheering section.
5. The person designated by the manager will make the presentations 10 feet in front of the end line on each team's side of the court.
6. The announcer will introduce the superintendent, principal, athletic director, and assistant coaches. All will stand by the net facing their crowd.
7. The announcer will introduce the head coach and she/he will come to the middle of the court about 10 feet from the endline.
8. The presenter will place the medal/ribbon over the coach's head.
9. The announcer will then read each team member's name and she will come to the middle of the floor to receive a medal from the coach.
10. The player will then go to the attack line on the side of their team bench, facing their crowd.
11. When all players have been introduced, the appropriate trophy will be presented.

COACHES AND ATHLETIC DIRECTORS: Additional medals may be purchased by contacting the KSHSAA.

COACHES AND PLAYERS OF ALL TEAMS WINNING AWARDS SHALL REMAIN FOR THE ENTIRE AWARDS PRESENTATION.

08 OFFICIALS

Officials' Fees

Officials' expenses for sub-state tournaments will be paid by the host school (match officials and line judges).

Officials' expenses for state tournaments will be paid by the KSHSAA. Please refer to the *Officials Manual* for specifics.

Officials are to be paid the following amounts:

Match Officials:

*Sub-States	2 Officials	\$50 per match (paid by host school)
**State	2 Officials	\$60 per match (paid by KSHSAA)

Line Judges:

Sub-States	2 line judges	\$25 per match (paid by host school)
State	2 line judges	\$40 per match (paid by KSHSAA)

Two officials will be used in Classes 6A, 5A, 4A sub-state tournaments (one court only).

- * Four officials will be used in sub-state tournaments using two courts. Three officials will be used in Classes 1A DI, 1A DII sub-state tournaments using one court.
- ** Six officials per class will be assigned to each of the state tournaments, to work on a rotating basis, two officials per match. Four officials per class will be assigned to work Saturday semifinals and finals.

Officials' Expense Reports

State officials will be paid via Arbiter Pay. Expense sheets will not be issued to officials.

- Matches worked - The KSHSAA administrator will enter an official's pay.
- Mileage - Arbiter will calculate mileage from official's zip code.
- Meals - Officials will receive a per diem of \$25 per day for meals.

This new procedure will eliminate officials saving and submitting receipts. In addition, officials will be paid in a more timely manner.

Please see the *2023-2024 KSHSAA Officials Handbook* for additional information.

Postseason Volleyball Official Rotation

2 Court Sub-State For Classes 2A and 3A

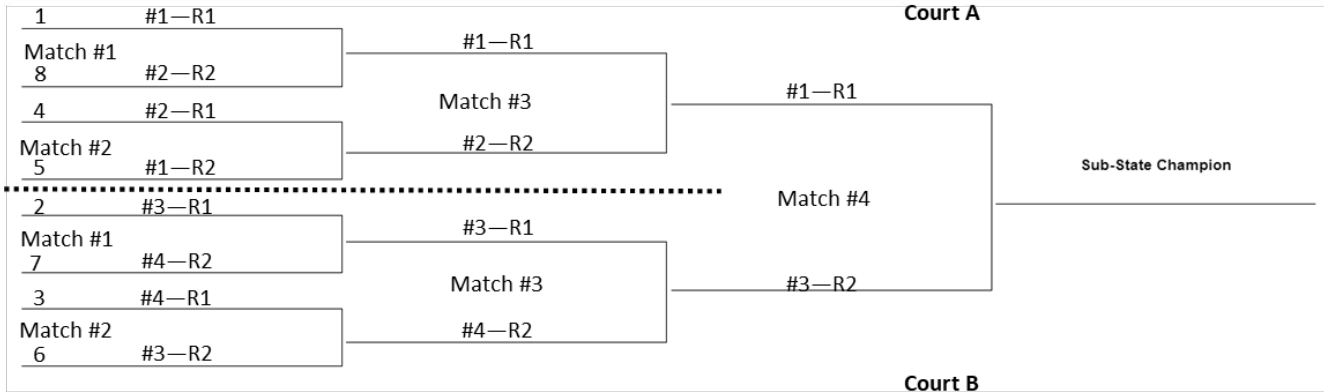
4 officials will be assigned when using 2 courts. The official rotation follows: Officials #1 & #2 will be assigned to Sub-State A; Officials #3 & #4 will be assigned to Sub-State B. Each set of officials will work 3 matches together.

Positions: Match 1 and Match 3 = #1 and #3 (R1), #2 and #4 (R2). Match 2 = #2 and #4 (R1), #1 and #3 (R2).

Championship Match (Class 2A, Class 3A): #1 = R1 and #3 = R2.

NOTE: Sub-state with 9 schools - (feed-in match Seed 8 vs.9) - #2 = R1 and #4 = R2. All will work 4.

2A/3A—2 court Official Rotation



Note: Sub-state with 9 schools—(Feed in match Seed 8 vs. 9) - #2 = R1 and #4 = R2. All will work 4

Note: Sub-state with 7 schools—replace #3 in first match with #2 as the R1. Now all officials will work 3.

4A (5 teams)

2 officials; both officials will work 4 matches

SS1	Seeds 16 vs 17	2=R1, 1=R2
	Seeds 1 vs 16/17	1=R1, 2=R2
	Seeds 8 vs 9	2=R1, 1=R2
	Championship	1=R1, 2=R2
SS2	Seeds 15 vs 18	2=R1, 1=R2
	Seeds 2 vs 15/18	1=R1, 2=R2
	Seeds 7 vs 10	2=R1, 1=R2
	Championship	1=R1, 2=R2

4A, 5A, 6A (4 teams)

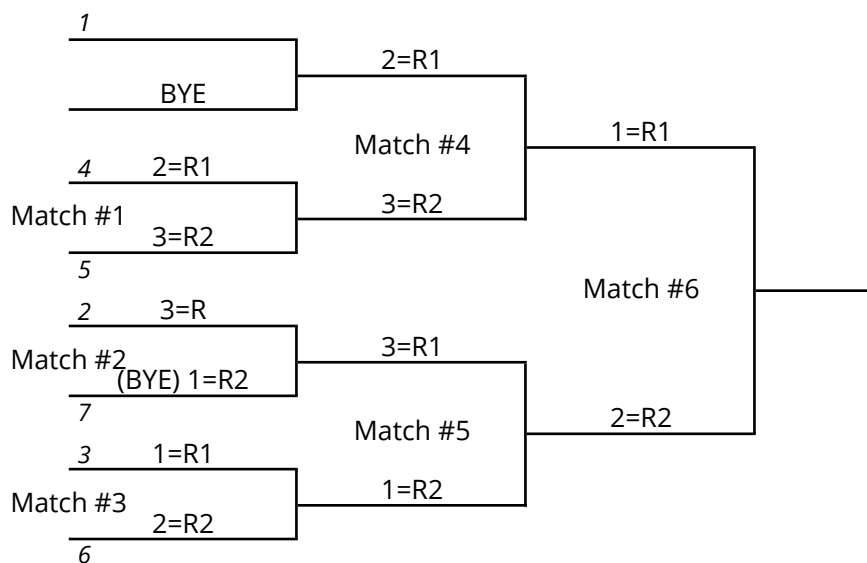
2 officials; both officials will work 3 matches

SS3	Seeds 3 vs 14	1=R1, 2=R2
	Seeds 6 vs 11	2=R1, 1=R2
	Championship	1=R1, 2=R2

SS4	Seeds 4 vs 13	1=R1, 2=R2
	Seeds 5 vs 12	2=R1, 1=R2
	Championship	1=R1, 2=R2

1 Court Sub-State for Class 1A DI, 1A DII

3 officials will be assigned to each 1A sub-state tournament. The following rotation will be used, according to the number (1, 2, 3) as listed by the official's name on the assignment sheet.



Official Assignments

KSHSAA registered officials will receive their postseason tournament assignments from the KSHSAA via Arbiter. In advance of the assignment release, all officials will be invited to join the KSHSAA group. All officials are encouraged to submit an application for a postseason assignment. This online application is due no later than **October 11, 2023**. In order to be eligible to work a postseason tournament, a KSHSAA registered official must:

1. attend a KSHSAA rules meeting in August 2023 (face-to-face);
2. complete and score a 90%+ score on the rules exam;
3. attend a Series 1 and a Series 2 Area Supervisor Meeting;
4. receive recommendations from KSHSAA member schools, submitted October 4-11, 2023.

Official Uniform

Blue shirts are required for varsity and postseason contests beginning in the fall of 2023. Officials may wear blue or white for sub-varsity contests, but the officials must match on each court.

Neither a member school nor an approved school shall take any action to prevent an athletic official from officiating a contest because of the official's race, sex, religion, or national origin. Neither shall a member school or an approved school participate in a contest for which an athletic official has been excluded from officiating because of the official's race, sex, religion, or national origin.

Managers should provide a private room which the officials may occupy during the course of the tournament. This room should be available to them as a dressing room and lounge between matches. Officials should be informed where they are to enter the building and the location of this room(s). Arrangements should be made for someone to meet them when they arrive.

Post the NO ADMITTANCE signs (Form O found at www.kshsaa.org>Schools>Login>EntryForms>Yearly-Letter Forms) on the dressing room door. Do not allow anyone else to enter this room other than the manager or an official KSHSAA represen-

tative. Assign security personnel to see this is done. The host school's cooperation will be appreciated by the officials and will assure a better officiated tournament.

Selection of Officials

Sub-state and state officials will be assigned by the KSHSAA. Form VB-1 is DUE to the KSHSAA between October 4-11. This form will contain the schools' recommendations of officials to be used in sub-state and state tournaments. The assignment of officials for the tournaments in all classes will be based on the schools' recommendations of officials for current season contests. Priority and first consideration will be given the officials who have met the following standards based on the 2023 season:

1. scored 90% or above on the open-book examination,
2. attended a KSHSAA volleyball rules/mechanics meeting,
3. attended two area supervisor meetings, one meeting in each of the two series (KSHSAA Officials Clinic will count in lieu of one meeting requirement).

